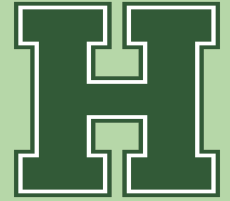


**HAINESPORT TOWNSHIP BOARD OF  
EDUCATION  
Reorganization Meeting  
January 4, 2024  
MINUTES**



**1. MEETING CALLED TO ORDER BY BOARD SECRETARY (7:00 P.M.) 7:01PM**

**2. FLAG SALUTE**

**3. PUBLIC ANNOUNCEMENT:**

In compliance with the Open Public Meetings 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 December 14, 2023.
- B. Mailed written notice to the Burlington County Times on December 14, 2023 and Courier Post on December 14, 2023.
- C. Filed written notice with the Clerk of Hainesport Township on December 14, 2023.
- 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. OFFICIAL ELECTION RESULTS AND ADMINISTRATION OF OATH OF OFFICE:**

The Board Secretary will read the official election results and then administer the Oath for School Board Members elected to the Hainesport Township Board of Education:

- A. Erin Minero (1,214 votes) - 3 year term
- B. Melissa Carlton (1,213 votes) - 3 year term
- C. Jennifer Weres (1,199 votes) - 3 year term

**5. ROLL CALL:**

| Board Member       | Present | Absent | Late Arrival |
|--------------------|---------|--------|--------------|
| Larry Brandolph    | X       |        |              |
| Jason Cardonick    | X       |        |              |
| Melissa Carlton    | X       |        |              |
| Bianca Cuniglio    | X       |        |              |
| Jeffrey Duda       |         | X      |              |
| Kristin Jakubowski |         | X      |              |
| Erin Minero        | X       |        |              |
| Jillian Ormsby     | X       |        |              |
| Jennifer Weres     | X       |        |              |

- Quorum**                       **No Quorum**
- Mr. Joseph R. Corn, Chief School Administrator**
- Mr. Christopher C. DeSanto, Business Administrator/Board Secretary**

**6. ELECTION OF PRESIDENT OF THE BOARD OF EDUCATION:**

The Secretary of the Board of Education will accept nominations for President of the Board of Education. After nominations have been closed, the Secretary will have the ballot cast. **Mr. Cardonick was nominated by Ms. Ormsby (no other nominations)**

| Board Member       | Yes | No | Abstain | Absent |
|--------------------|-----|----|---------|--------|
| Larry Brandolph    | x   |    |         |        |
| Jason Cardonick    | x   |    |         |        |
| Melissa Carlton    | x   |    |         |        |
| Bianca Cuniglio    | x   |    |         |        |
| Jeffrey Duda       |     | x  |         |        |
| Kristin Jakubowski |     | x  |         |        |
| Erin Minero        | x   |    |         |        |
| Jillian Ormsby     | x   |    |         |        |
| Jennifer Weres     | x   |    |         |        |

**7. ELECTION OF VICE PRESIDENT OF THE BOARD OF EDUCATION:**

The President of the Board of Education will accept nominations for Vice President of the Board of Education. After nominations have been closed, the Secretary will have the ballot cast. **Mr. Brandolph was nominated by Ms. Weres (no other nominations)**

| Board Member       | Yes | No | Abstain | Absent |
|--------------------|-----|----|---------|--------|
| Larry Brandolph    | x   |    |         |        |
| Jason Cardonick    | x   |    |         |        |
| Melissa Carlton    | x   |    |         |        |
| Bianca Cuniglio    | x   |    |         |        |
| Jeffrey Duda       |     | x  |         |        |
| Kristin Jakubowski |     | x  |         |        |
| Erin Minero        | x   |    |         |        |
| Jillian Ormsby     | x   |    |         |        |
| Jennifer Weres     | x   |    |         |        |

**8. PRESENTATION OF CODE OF ETHICS FOR SCHOOL BOARD MEMBERS:**

In keeping with Hainesport Township Board of Education Policy #0142 and N.J.S.A. 18A:12-24.1, members of this board will:

- A. Uphold and enforce all laws, rules and regulations of the State Board of Education and court orders pertaining to schools. Desired changes shall be brought about only through legal and ethical procedures.
- B. Make decisions in terms of the educational welfare of children and seek to develop and maintain a public school that meets the individual needs of all children regardless of their ability, race, creed, sex, or social standing.
- C. Confine his/her Board action to policy making, planning and appraisal, and help to frame policies and plans only after the Board has consulted those who will be affected by them.
- D. Carry out his/her responsibility not to administer the school, but together with fellow Board members, ensure they are well run.
- E. Recognize that authority rests with the Board of Education and make no personal promises nor take any private action that may compromise the Board.
- F. Refuse to surrender his/her independent judgment to special interest or partisan political groups or to use the school for personal gain or for the gain of friends.
- G. Hold confidential all matters pertaining to the school, which, if disclosed, would needlessly injure individuals, or the school. In all other matters, he/she will provide accurate information and, in concert with fellow Board members, interpret to the staff the aspirations of the community for its school.
- H. Vote to appoint the best-qualified personnel available after consideration of the recommendation of the chief administrative officer.
- I. Support and protect school personnel in proper performance of their duties.
- J. Refer all complaints to the chief administrative officer and act on the complaints at public meetings only after failure of an administrative solution.

**9. RECOGNITION/PRESENTATION**

Student Safety Data Report-Period 1 — Mr. Santiago presented, student referrals decreased. He attributed that to the excellence work done by our guidance department and Mr. Fisher.

**10. EXECUTIVE SESSION (IF NEEDED) DID NOT GO INTO EXECUTIVE SESSION**

BE IT RESOLVED that the Hainesport Township School District Board of Education desires to hold a closed Executive Conference Session at 7:00 p.m. prevailing time, for approximately 60 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 |
|--------|--------|--------------|-------------|
|        |        |              |             |

- Motion Carries                       Motion Fails

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

**11. RETURN TO OPEN SESSION**

Motion for the Hainesport Township Board of Education to return to open session:

| Motion | Second | All in Favor | All Opposed |
|--------|--------|--------------|-------------|
|        |        |              |             |

- Motion Carries                       Motion Fails

The president reconvened the meeting at \_\_\_\_\_ p.m.

**12. PUBLIC PARTICIPATION:** (Action Items Only) **NONE**

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.

A. Motion to Open Meeting for Public Comment

RECOMMEND that the Board of Education open the meeting to receive comment from the public present.

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.

B. Motion to Close Meeting from Public Comment

RECOMMEND that the Board of Education close the meeting for public comment and return to session.

**13. ADOPTION OF CURRENT POLICY MANUAL:**

Motion for the Hainesport Township Board of Education to readopt all current written bylaws, policies, and regulations in the official Policy Manual of the Hainesport Township Board of Education through the Reorganization meeting in January 2025.

**Motion for the Hainesport Township Board of Education to adopt the Current Policy Manual:**

| Board Member       | Motion | Second | Yes | No | Abstain | Absent |
|--------------------|--------|--------|-----|----|---------|--------|
| Larry Brandolph    | X      |        | X   |    |         |        |
| Jason Cardonick    |        |        | X   |    |         |        |
| Melissa Carlton    |        |        | X   |    |         |        |
| Bianca Cuniglio    |        |        | X   |    |         |        |
| Jeffrey Duda       |        |        |     |    |         | X      |
| Kristin Jakubowski |        |        |     |    |         | X      |
| Erin Minero        |        |        | X   |    |         |        |
| Jillian Ormsby     |        | X      | X   |    |         |        |
| Jennifer Weres     |        |        | X   |    |         |        |

X Motion Carries

o Motion Fails

**13A. ADOPTION OF ALL CURRENT & UPDATED CURRICULUM (Including Computer Science & Design Thinking & Career Readiness, Life Literacies & Key Skills, Science, Social Studies, Visual & Performing Arts), World Language, Math, Physical Education, ELA AND INSTRUCTIONAL MATERIALS:**

Motion for the Hainesport Township Board of Education to readopt all current written curriculum and instructional materials through the Reorganization meeting in January 2025.

**13B. APPOINTMENT OF PROFESSIONALS:**

Motion for the Hainesport Township Board of Education to appoint the following professionals through the Reorganization meeting in January 2025, or as soon thereafter as the Board acts on appointments:

| Service   | Vendor   |
|---|--|
| Attorney (Resolution 2024A)                       | Adams, Gutierrez, & Lattiboudere, LLC                        |
| Construction Manager of Record (Resolution 2024B) | New Road Construction Management Co., Inc.                   |
| Insurance Agent (Resolution 2024C)                | Haines & Haines/T.C. Irons Agency                            |
| Auditor (Resolution 2024D)                        | Holt McNally & Associates Inc.                               |
| Health Benefits Broker (Resolution 2024E)         | Brown & Brown Benefit Advisors                               |
| Occupational Therapist (Resolution 2024F)         | Michelle Critelli, Our Playground Therapy Services LLC       |
| Physical Therapist (Resolution 2024G)             | Andrea Morris, Dimensions in Pediatric Physical Therapy, LLC |
| Speech Language Therapist (Resolution 2024H)      | Samantha Compton, Balance Child Pediatric Therapy, LLC       |
| Special Education Consultant (Resolution 2024I)   | KidsAhead Consulting   |
| Architect of Record (Resolution 2024J)            | Regan Young, England, Butera                                 |
| Bond Counsel (2024K)                              | Wilentz, Goldman & Spitzer, P.A.                             |
| Continuing Disclosure Agent (2024L)               | Phoenix Advisors, LLC  |
| School Physician                                  | Dr. Charles A. Scott   |

**13C. OFFICIAL DEPOSITORIES AND SIGNATORIES:**

Motion for the Hainesport Township Board of Education to approve the following Banking Institutions as official depositories of the Hainesport Township Board of Education through the Reorganization meeting in January 2025:

| Account                 | Financial Institution | Signatory  | Individual                            |
|-------------------------|-----------------------|--|---------------------------------------|
| General Fund            | Investors Bank        | Board President<br>Treasurer<br>Business Administrator | Donna Condo<br>Christopher DeSanto    |
| Custodial               | Investors Bank        | Board President<br>Treasurer<br>Business Administrator | Donna Condo<br>Christopher DeSanto    |
| Cafeteria               | Investors Bank        | Treasurer<br>Business Administrator                    | Donna Condo<br>Christopher DeSanto    |
| Payroll                 | Investors Bank        | Treasurer<br>Business Administrator                    | Donna Condo<br>Christopher DeSanto    |
| Payroll Agency          | Investors Bank        | Treasurer<br>Business Administrator                    | Donna Condo<br>Christopher DeSanto    |
| Unemployment            | Investors Bank        | Treasurer<br>Business Administrator                    | Donna Condo<br>Christopher DeSanto    |
| Student Activities      | Investors Bank        | Clerk<br>Business Administrator                        | Courtney Quinn<br>Christopher DeSanto |
| Thomas Reardon Memorial | Investors Bank        | Board President<br>Business Administrator              | Christopher DeSanto                   |
| Nancy Hancock Memorial  | Investors Bank        | Board President<br>Business Administrator              | Christopher DeSanto                   |
| Courtesy Award          | Investors Bank        | Board President<br>Business Administrator              | Christopher DeSanto                   |
| Sean Byrne Scholarship  | Investors Bank        | Board President<br>Business Administrator              | Christopher DeSanto                   |

**13D. OFFICIAL NEWSPAPERS:**

Motion for the Hainesport Township Board of Education to adopt Burlington County Times and Courier Post as the official newspapers to be used for the advertisement of meetings, legal ads, and all other necessary public notifications through the Reorganization meeting in January 2025.

**13E. SCHEDULED MEETINGS FOR THE CALENDAR YEAR 2024:**

Motion for the Hainesport Township Board of Education to designate the regular meeting schedule for the calendar year 2024, as follows, by resolution fixing the date, time and place in accordance with the Open Public Meetings Act (Resolution 2024M):

- |                           |                            |                             |
|---------------------------|----------------------------|-----------------------------|
| Tuesday, January 23, 2024 | Tuesday, February 13, 2024 | Tuesday, March 12, 2024     |
| Thursday, May 7, 2024     | Tuesday, May 21, 2024      | Tuesday, June 18, 2024      |
| Tuesday, July 23, 2024**  | Tuesday, August 20, 2024   | Tuesday, September 24, 2024 |
| Tuesday, October 15, 2024 | Tuesday, November 12, 2024 | Tuesday, December 10, 2024  |
- \*\*If Necessary

**13F. DESIGNATION OF BOARD MEMBERS TO NEW JERSEY SCHOOL BOARDS ASSOCIATION:**

The Board President will designate a Board member to the following positions with New Jersey School Board Association through the Reorganization meeting in January 2025:

1. Delegate to N.J.S.B.A. Bianca Cuniglio
2. Alternate Delegate to N.J.S.B.A. Jill Ormsby

**13G. DESIGNATION OF BOARD MEMBERS TO BURLINGTON COUNTY SCHOOL BOARDS ASSOC.:**

The Board President will designate a Board member to the following positions with Burlington County School Boards Association through the Reorganization meeting in January 2025:

1. Delegate to B.C.S.B.A. Larry Brandolph
2. Alternate Delegate to B.C.S.B.A. Jason Cardonick

**13H. COMMITTEE APPOINTMENTS**

| Student Services/Community Services | Human Resources      | Finance/Facilities/Technology |
|-------------------------------------|----------------------|-------------------------------|
| Chair: Ms. Jakubowski               | Chair: Mr. Cardonick | Chair: Mr. Brandolph          |
| Mr. Brandolph                       | Ms. Cuniglio         | Dr. Carlton                   |
| Dr. Carlton                         | Ms. Ormsby           | Ms. Minero                    |
| Ms. Cuniglio                        | Ms. Weres            | Ms. Ormsby                    |

**Motion to Accept Items 13A- 13H:**

| Board Member       | Motion | Second | Yes | No | Abstain | Absent |
|--------------------|--------|--------|-----|----|---------|--------|
| Larry Brandolph    |        |        | X   |    |         |        |
| Jason Cardonick    |        |        | X   |    |         |        |
| Melissa Carlton    |        |        | X   |    |         |        |
| Bianca Cuniglio    |        |        | X   |    |         |        |
| Jeffrey Duda       |        |        |     |    |         | X      |
| Kristin Jakubowski |        |        |     |    |         | X      |
| Erin Minero        |        |        | X   |    |         |        |
| Jillian Ormsby     | X      |        | X   |    |         |        |
| Jennifer Weres     |        | X      | X   |    |         |        |

X Motion Carries                      □ Motion Fails

**14. 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.

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 |
|--------|----------|--------------|-------------|
| Ormsby | Cuniglio | X            |             |

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)).

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 |
|----------|-----------|--------------|-------------|
| Cuniglio | Brandolph | X            |             |

15. **NEW BUSINESS**

Motion for the Hainesport Township Board of Education to approve the following:

None at this time.

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

| Date          | Activity/Event   |
|---------------|--|
| Jan.15, 2024  | Dr. Martin Luther King, Jr. Observance - School Closed |
| Jan. 23, 2024 | Board of Education Meeting (Public Session at 7:00 pm) |

17. **ADJOURNMENT**

| Motion | Second | All in Favor | All Opposed |
|--------|--------|--------------|-------------|
| Ormsby | Weres  | X            |             |

**X** Motion Carries

Motion Fails

Time of Adjournment: **7:30pm**