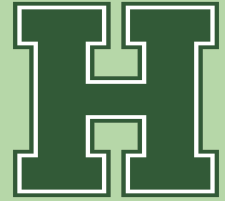


**HAINESPORT TOWNSHIP BOARD OF
EDUCATION
Regular Meeting
November 18, 2025
Public Session: 7:00 pm**



Board of Education Members

Jason Cardonick, (<i>Pres.</i>)	Larry Brandolph	Melissa Carlton
Bianca Cuniglio, (<i>Vice Pres.</i>)	Jeffrey Duda	Shelby Maccar
Laura MacLachlan	Erin Minero	Jennifer Weres

Committees of the Board

<u>Student Services/Community Services</u> Bianca Cuniglio (Chair) Larry Brandolph Melissa Carlton Jennifer Weres	<u>Human Resources</u> Jason Cardonick (Chair) Jeffrey Duda Shelby Maccar Erin Minero	<u>Finance/Facilities/Technology</u> Larry Brandolph (Chair) Bianca Cuniglio Laura MacLachlan Erin Minero
--	--	--

1. MEETING CALLED TO ORDER BY BOARD PRESIDENT

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 January 2, 2025.
- B. Mailed written notice to the Burlington County Times on December 15, 2024 and Courier Post on January 7, 2025.
- C. Filed written notice with the Clerk of Hainesport Township on January 2, 2025.
- 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	If late, time of arrival
Mr. Cardonick			
Ms. Cuniglio			
Mr. Brandolph			
Dr. Carlton			

Mr. Duda			
Ms. Maccar			
Ms. MacLachlan			
Ms. Minero			
Ms. Weres			

- ☐ **Quorum** ☐ **No Quorum**
☐ **Mr. Joseph R. Corn, Superintendent**
☐ **Mr. Jake Bryson, Business Administrator/Board Secretary**

5. DISTRICT MISSION STATEMENT:

The Mission of the 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.

6. PTO REPORT & STUDENT GOVERNMENT REPORT:

Report	Presenter(s)
PTO Report	Ms. Alderman
Student Government Report	Courtney Sullivan

7. RECOGNITION/PRESENTATION

- None at this time.

8. 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.
- All meetings must be open to the public at all times except for those meetings at which certain expected 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)).

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

A. Motion to Open Meeting for Public Comment

Motion	Second	All in Favor	All Opposed

- ☐ **Motion Carries** ☐ **Motion Fails**

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.

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

B. Motion to Close Meeting from Public Comment

Motion	Second	All in Favor	All Opposed

- ☐ **Motion Carries** ☐ **Motion Fails**

9. **APPROVAL OF MINUTES:**

- A. Motion for the Hainesport Township Board of Education to approve the minutes of the following meeting(s):

<i>Item</i>	<i>Meeting Date</i>	<i>Type</i>	<i>Att.</i>
1	10/21/25	Regular Meeting (Open Session)	M-1

Roll Call on Action Item #1:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Mr. Cardonick						
Ms. Cuniglio						
Mr. Brandolph						
Dr. Carlton						
Mr. Duda						
Ms. Maccar						
Ms. MacLachlan						
Ms. Minero						
Ms. Weres						

☐ **Motion Carries**

☐ **Motion Fails**

10. **SUPERINTENDENT'S REPORT:** Mr. Joseph R. Corn, Superintendent

A. Reporting Items:

B. Motion to approve the following reports upon the recommendation of the Superintendent:

<i>Item</i>	<i>Report</i>	<i>Att.</i>
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	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.	

Roll Call on Action Items #1-5:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Mr. Cardonick						
Ms. Cuniglio						
Mr. Brandolph						
Dr. Carlton						
Mr. Duda						
Ms. Maccar						
Ms. MacLachlan						
Ms. Minero						
Ms. Weres						

☐ **Motion Carries**

☐ **Motion Fails**

11. STUDENT SERVICES/COMMUNITY SERVICES:

A. Student Services/Community Services Report: Bianca Cuniglio, Chair

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

<i>Item</i>	<i>Student Services Action Items</i>	<i>Att.</i>
1*	Approve the BASE class Turkey Gram sale for grades K-5 students. All proceeds will go directly to Baker Boys to help fund class trips.	

***Ratify & Affirm**

Roll Call on Action Item #1:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Mr. Cardonick						
Ms. Cuniglio						
Mr. Brandolph						
Dr. Carlton						
Mr. Duda						
Ms. Maccar						
Ms. MacLachlan						
Ms. Minero						
Ms. Weres						

☐ **Motion Carries**

☐ **Motion Fails**

12. HUMAN RESOURCES RELATIONS:

A. Human Resources Committee Report: Jason Cardonick, Chair

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

Retirements/Resignations/Leaves of Absence

<i>Item</i>	<i>ID#</i>	<i>Position</i>	<i>Date(s)</i>	<i>Type of Leave</i>
1	1336	Supervisor of Building & Grounds	11/10/25 - 12/23/25	Paid Sick Leave
2	2120	Preschool Teacher	11/25/25 - 2/13/26	Unpaid NJFLA
3	2123	Talented and Gifted Teacher	12/26/25	Resignation

***Ratify and Affirm**

New Hire(s)

<i>Item</i>	<i>Name</i>	<i>Position</i>	<i>FTE</i>	<i>Compensation</i>	<i>Replacement/Vacancy</i>	<i>Date</i>
4	Diana Senatore	Media/STEAM Teacher	1	MA Step 8 (Per the CBA)	New	1/5/26

***Ratify & Affirm**

Roll Call on Action Items #1-4:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Mr. Cardonick						
Ms. Cuniglio						
Mr. Brandolph						
Dr. Carlton						
Mr. Duda						
Ms. Maccar						
Ms. MacLachlan						
Ms. Minero						
Ms. Weres						

☐ Motion Carries

☐ Motion Fails

13. FINANCE/FACILITIES/TECHNOLOGY:

A. Finance/Facilities/Technology Committee Report:

Larry Brandolph, Chair

B. Motion to approve the following F/F/T Committee action items upon the recommendation of the Superintendent:

Reports

<i>Item</i>	<i>Report Type</i>	<i>Att.</i>
1	Board Secretary's Report for October 2025	FI-1
2	Treasurer's Report for October 2025	FI-2
3	Appropriation Adjustment Journal for October 2025	FI-3
4	Payment of bills for the month of October 2025**	FI-4
5	EFT Activity Report for October 2025	FI-5
6	Student Activity Account for October 2025	FI-6
7	Cafeteria Report	FI-7

**Pursuant to N.J.A.C. 6A:23A-16.10(c)3, Jake Bryson, School Business Administrator, certifies that, as of January 31, 2025, no budgetary line item account has encumbrances and expenditures which, in total, exceed the amount appropriated by the District Board of Education pursuant to N.J.S.A. 18A:22-8, N.J.S.A. 18A:22-8.1, and N.J.A.C. 6A:23A-16.10(a).

**Furthermore, pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Board of Education certifies that, after review of the Secretary's and the Treasurer's monthly financial reports and upon consultation with appropriate District officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a), as of January 31, 2025, and that sufficient funds should be available to meet the district's financial obligations for the remainder of the fiscal year.

Use of Facilities 2025-2026 School Year

<i>Item</i>	<i>Activity</i>	<i>Area</i>	<i>Contact</i>
8	PTO Fall Book Fair	Library	Ms. Quinn

****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***

Drills

Item	Drill	Date	Time
9	Fire Drill	10/10/25	2:04 pm - 2:12 pm
10	Bomb Threat Drill	10/13/25	12:30 pm - 1:45 pm
11	Bus Evacuation Drill	10/16/25	9:00 am - 10:06 am
12	Evacuation Drill	10/23/25	2:08 pm - 2:22 pm

Field Trips

Item	Grade/Group	Destination	Bus	District Cost	Student Cost	Coordinator
13	Grade 5	Woodford Cedar Run	2	✓		Ms. Ellis
14	Grade 8	NJ ASC Winter Conference	1	✓		Ms. Maiorano
15	BASE Class Grades 2 & 3	Five Below & Lillo's Pizza	1			Ms. Walford

	Finance/Facilities/Technology Action Items	Att.
16	Accept the 2024-2024 Annual Comprehensive Financial Report (ACFR-Audit) as prepared by Holt McNally & Associates.	FI-16
17	Accept the FOCUS grant in the amount of \$2,230.	
18	Approve the 2025-2026 School Budget Calendar.	FI-18
19	Approve the submission of the FY 25-26 projected enrollment.	FI-19
20	Approve a contract with The Daytime Solution, by WalshLegacy, LLC to provide Home Bound Instruction as needed.	FI-20

Roll Call on Action Items #1-20:

Board Member	Motion	Second	Yes	No	Abstain	Absent
Mr. Cardonick						
Ms. Cuniglio						
Mr. Brandolph						
Dr. Carlton						
Mr. Duda						
Ms. Maccar						
Ms. MacLachlan						
Ms. Minero						
Ms. Weres						

☐ **Motion Carries**☐ **Motion Fails**

14. **OLD BUSINESS:**

15. **NEW BUSINESS:**

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

17. **DATES TO REMEMBER:**

18. **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.
- All meetings must be open to the public at all times except for those meetings at which certain expected 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)).

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

A. Motion to Open Meeting for Public Comment

Motion	Second	All in Favor	All Opposed

☐ Motion Carries

☐ Motion Fails

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.

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

B. Motion to Close Meeting from Public Comment

Motion	Second	All in Favor	All Opposed

☐ Motion Carries

☐ Motion Fails

19. **EXECUTIVE SESSION:**

TOWNSHIP OF HAINESPORT BOARD OF EDUCATION
RESOLUTION
AUTHORIZING EXECUTIVE SESSION

WHEREAS, N.J.S.A. 10:4-12 allows for a Public Body to go into closed session during the meeting on November 18, 2025, and

WHEREAS, the Board of Education of the Township of Hainesport School District has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Township of Hainesport School District will convene into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

X Any matter which, by express provision of Federal Law, State Statute, or Rule of Court shall be rendered confidential or excluded from discussion in public.

MOTION TO GO INTO EXECUTIVE SESSION:

Motion: _____
Second: _____
All in Favor: _____
Time: _____

MOTION TO RETURN TO PUBLIC SESSION:

Motion: _____
Second: _____
All in Favor: _____
Time: _____

19. ADJOURNMENT

Motion	Second	All in Favor	All Opposed

☐ Motion Carries

☐ Motion Fails

Time of adjournment: _____ pm