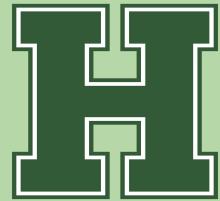


**HAINESPORT TOWNSHIP BOARD OF  
EDUCATION  
Regular Meeting  
June 17, 2025  
MINUTES**



**Board of Education Members**

Jason Cardonick, ( <i>Pres.</i> )	Larry Randolph	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>	<u>Human Resources</u>	<u>Finance/Facilities/Technology</u>
Bianca Cuniglio (Chair) Larry Randolph Melissa Carlton Jennifer Weres	Jason Cardonick (Chair) Jeffrey Duda Shelby Maccar Erin Minero	Larry Randolph (Chair) Bianca Cuniglio Laura MacLachlan Erin Minero

- 1. MEETING CALLED TO ORDER BY BOARD VICE PRESIDENT** 7:30pm
- 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			8:16pm
Ms. Cuniglio	x		
Mr. Brandolph	x		
Dr. Carlton	x		
Mr. Duda	x		
Ms. Maccar	x		
Ms. MacLachlan	x		
Ms. Minero	x		
Ms. Weres	x		

**x Quorum       No Quorum**

**x Mr. Joseph R. Corn, Superintendent**

**x Mr. Christopher C. DeSanto, 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. RECOGNITION/PRESENTATION**

- Student Recognition - Mr. Alex Fisher      **Mrs. Correa recognized Maddie Minero (7th grade)**

**7A. 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 June 17, 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. Provision relied upon is pursuant to HIB statute.

**7B. MOTION TO GO INTO EXECUTIVE SESSION:**

Motion: **Mr. Brandolph**

Second: **Ms. Weres**

All in Favor: **Yes**

Time: **7:33pm**

**7C. MOTION TO RETURN TO PUBLIC SESSION:**

Motion: **Ms. Minero**  
Second: **Ms. Maccar**  
All in Favor: **Yes**  
Time: **8:53pm**

**7D. ACTION ITEM RESULTING FROM EXECUTIVE SESSION:**

Call for a motion to AFFIRM / REJECT / MODIFY (CIRCLE ONE) a HIB determination for student #12740

**Roll Call on Action Item Resulting from Executive Session: **VOTE TABLED UNTIL JULY MEETING****

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

**8. PTO REPORT & STUDENT GOVERNMENT REPORT:**

Report	Presenter(s)
PTO Report	Ms. Alderman <b>had their final meeting of the school year; PTO BBQ big success</b>
Student Government Report	Brianna Aguilar <b>no report</b>

**9. 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
<b>DUDA</b>	<b>BRANDOLPH</b>	<b>X</b>	

**X** 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.

## NO COMMENTS FROM 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
CUNIGLIO	DUDA	X	

**X** Motion Carries

Motion Fails

## 10. APPROVAL OF MINUTES:

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

Item	Meeting Date	Type	Att.
1.	5/20/2025	Regular Meeting (Open Session)	M-1
2.	5/20/2025	Regular Meeting (Addendum)	M-2

### Roll Call on Action Items #1-2:

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

**X** Motion Carries

Motion Fails

## 11. SUPERINTENDENT'S REPORT: Mr. Joseph R. Corn, Superintendent

### A. Reporting Items:

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

Item	Report	Att.
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.	
6.	Approve the Emergency Virtual or Remote Instruction Plan 2025-26	SR-5
7.	Approve Comprehensive Equity Plan for School Years 2025-26 through 2027-28	SR-6

**Roll Call on Action Items #1-7:**

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

**X Motion Carries**

**□ Motion Fails**

*Resolutions*

Item	Description	Att.
8.	Submitting the Statement of Assurance for the Comprehensive Equity Plan (2025-28)	Resolution 2024-25 #30
9.	Appoint Affirmative Action Officer for 25-26 SY	Resolution 2024-25 #34
10.	Authorize Affirmative Action Team to develop Comprehensive Equity Plan	Resolution 2024-25 #35

**Roll Call on Resolutions 2024-25 #30, #34, and #35:**

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

**X Motion Carries**

**□ Motion Fails**

**12. 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:**

Item	<i>Out of District Placements</i>	Att.
1.	Student ID# OD-0430 To Garfield Park Academy for the 2025-26 school year for \$77,670.96 for 204 days (included is \$9,137.76 for 2025 ESY for 24 days).	SS-1

Item	Action Items	Att.
2.	Creation of a new scrapbooking club for the 2025-26 school year.	

**Roll Call on Action Items #1-2:**

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

**X Motion Carries**

**□ Motion Fails**

**13. 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:**

*Additional Summer Hours (original approval on May 6, 2025 agenda)*

Item	Name	Position	Reason	Total Hours	Rate	Effective Date
1.	Cyndi Hess	School Nurse	Original hours not enough for summer tasks	Not to exceed 80 (originally 70)	CBA contracted rate	7/1/25 - 8/31/25
2.	Tracey Huster	Social Worker	Original hours not enough for summer tasks	Not to exceed 82 (originally 72)	CBA contracted rate	7/1/25 - 8/31/25

*Lateral Salary Guide Movement*

Item	Staff Member	Current Step	New Step	Effective Date
3.	Sarah Anderson	MA+12-Step 12 (24-25 SY)	MA+24 Step 13 (25-26 SY) (Step and salary as per the CBA)	9/1/25
4.	Sarah Stasiuk	BA+12 Step 8 (24-25 SY)	MA Step 9 (25-26 SY) (Step and salary as per the CBA)	9/1/25

*Retirements/Resignations/Leaves of Absence*

Item	ID#	Position	Type of Leave
5.	2215	Paraprofessional	Resignation effective 6/30/25

*New Hire(s)*

<b>Item</b>	<b>Name</b>	<b>Position</b>	<b>FTE</b>	<b>Compensation</b>	<b>Replace/ Vacancy</b>	<b>Date</b>	<b>Budget Line</b>
6.	Allison Tate	Supervisor of Curriculum & Instruction	1.0	Per Individual Contract	New position	7-15-25	11-000-221-102-050-00
7.	Jules Krause	District Safety Coordinator	Stipend	Per Individual Contract	Continuation	7-1-25	11-000-262-110-000-00
8.	Julia Wolfrom	Preschool Expansion Coordinator	1.0	Per Individual Contract	New position	7-1-25	20-218-200-173-000-00
9.	Jake Bryson	Business Administrator	1.0	Per Individual Contract	Replacement	TBD	11-000-251-100-000-00
10.	Kelly Cahill	Middle School Special Education Teacher	1.0	MA - Step 6	Replacement	TBD	11-213-100-101-050-00

**Roll Call on Action Items #1-10:**

<b>Board Member</b>	<b>Motion</b>	<b>Second</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Mr. Cardonick			<span style="color: red;">X</span>			
Ms. Cuniglio			<span style="color: red;">X</span>			
Mr. Brandolph	<span style="color: red;">X</span>		<span style="color: red;">X</span>			
Dr. Carlton			<span style="color: red;">X</span>			
Mr. Duda			<span style="color: red;">X</span>			
Ms. Maccar		<span style="color: red;">X</span>	<span style="color: red;">X</span>			
Ms. MacLachlan			<span style="color: red;">X</span>			
Ms. Minero			<span style="color: red;">X</span>			
Ms. Weres			<span style="color: red;">X</span>			

X Motion Carries

□ Motion Fails

**14. 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*

<b>Item</b>	<b>Report Type</b>	<b>Att.</b>
1.	Board Secretary's Report for May 2024	
2.	Treasurer's Report for May 2024	
3.	Appropriation Adjustment Journal for May 2024	FI-3
4.	Payment of bills for the month of May 2024 (No funds have been over expended)	FI-4

5.	EFT Activity Report for May 2024	FI-5
6.	Student Activity Account for May 2024	FI-6
7.	Cafeteria Report	FI-7

\*\*Pursuant to N.J.A.C. 6A:23A-16.10(c)3, Christopher C. DeSanto, 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.

*Action Items*

Item	Description	Att.
8.	Revised Action Item from May 20 Meeting (wording): Approve NutriServe Food Management Inc. to operate the District's Food Service program for a period of 1 year for the 2025-2026 school year at an estimated cost of \$245,799.47. The management fee is \$27,675. Included are three (3) remaining one-year renewal options.	

*Use of Facilities 2024-2025 School Year*

Item	Activity	Area	Contact
9.**	Hainesport Township Mayor's Wellness/Community Day	Parking Lot	Ms. Casey

*\*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
10.	Lockdown Drill	5/13/25	2:00 pm - 2:10 pm

**Roll Call on Action Items #1-10:**

Board Member	Motion	Second	Yes	No	Abstain	Absent
Mr. Cardonick			<input checked="" type="checkbox"/>			
Ms. Cuniglio			<input checked="" type="checkbox"/>			
Mr. Brandolph	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			
Dr. Carlton			<input checked="" type="checkbox"/>			
Mr. Duda		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
Ms. Maccar			<input checked="" type="checkbox"/>			
Ms. MacLachlan			<input checked="" type="checkbox"/>			
Ms. Minero			<input checked="" type="checkbox"/>			
Ms. Weres			<input checked="" type="checkbox"/>			

Motion Carries

Motion Fails

**Resolutions**

<b>Item</b>	<b>Description</b>	<b>Att.</b>
*11.	Resolution 2024-25 #28 Authorization to submit an application for the NJSIG Safety Grant and accept the funds pursuant to said application	FI-8
12.	Resolution 2024-25 #29 Authorizing the transfer of 2024-2025 School Year surplus to reserves	FI-9
13.	Resolution 2024-25 #31 Bid Results and Award of Contract for Student Transportation To & From School (24-25-BID1)	FI-10
14.	Resolution 2024-25 #32 Bid Results and Award of Contract for Student Transportation for School-Related Activities (24-25-BID2)	FI-11
15.	Resolution 2024-25 #33 Bid Results and Award of Contract for Night Custodian Cleaning Services (24-25-BID3)	FI-12

*\*Ratify and affirm*

**Roll Call on Resolution 2024-25#28:**

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

**X Motion Carries**

**□ Motion Fails**

**Roll Call on Resolution 2024-25#29:**

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

**X Motion Carries**

**□ Motion Fails**

**Roll Call on Resolution 2024-25#31:**

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

**X Motion Carries**

**□ Motion Fails**

**Roll Call on Resolution 2024-25#32:**

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

**X Motion Carries**

**□ Motion Fails**

**Roll Call on Resolution 2024-25#33:**

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

**X Motion Carries**

**□ Motion Fails**

**15. OLD BUSINESS:**

**16. NEW BUSINESS:** Mr. Brandolph: expressed appreciation for the job of the school counselors, teachers, and admin

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

**18. DATES TO REMEMBER:**

**19. 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
BRANDOLPH	MACCAR	X	

**X 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.

**Mrs. Wolfrom: thanked the students who volunteered to sit in the dunk tank**

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
MINERO	MACCAR	X	

**X Motion Carries**

Motion Fails

**20. ADJOURNMENT**

Motion	Second	All in Favor	All Opposed
CARLTON	WERES	X	

**X Motion Carries**

Motion Fails

**Time of adjournment: 9:15PM**