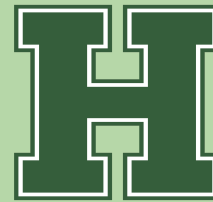


HAINESPORT TOWNSHIP BOARD OF EDUCATION

Regular Meeting

August 19, 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
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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	

7. PRESENTATION

- Student Safety Data (Reporting Period #2 - 2024-2025) - Mr. Fisher
- District Improvement Plan - Ms. Tate

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):

Item	Meeting Date	Type	Att.
1	6/17/25	Regular Meeting (Open Session)	M-1
2	7/22/25	Regular Meeting (Open Session)	M-2

Roll Call on Action Item #1-2:

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:

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	Affirmative Action Turnkey Training for Administrators Handbook	SR-5
7	Affirmative Action Training for School Staff Handbook	SR-6
8	Harassment, Intimidation and Bullying Handbook	SR-7

9	Code of Conduct (S.Y. 2025-2026)	SR-8
10	Student/Parent/Guardian Handbook	SR-9
11	Staff Standard Operating Procedure Manual	SR-10
12	Substitute Standard Operating Procedure Manual	SR-11
13	School Nursing Plan (2025-26)	SR-12
14	Lunch/Recess Operating Procedure Manual	SR-13
15	District Athletic Manual (2025-2026)	SR-14
16	Professional Development Plan with Mentoring Plan for 2025-2026	SR-15
17	Approve Danielson's rubric for teacher evaluation for the 2025-2026 school year	
18	Approve the New Jersey Principal Practice Instrument rubric for principal evaluation for the 2025-2026 school year.	
19	Approval to submit the SOA for PD Plan and Mentoring Plan for the 2025-26 school year.	
20	QSAC 2023-2024 Results	SR-16

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

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:

Item	Action Items	Att.
1	Approve the creation of a scrapbooking club	

<i>Item</i>	<i>Out of District Placements</i>	<i>Att.</i>
2	Student ID #13467 to Garfield Park Academy for the 2025-2026 School Year	

Out of District Placement (ESY)

<i>Item</i>	<i>Student</i>	<i>Placement</i>	<i>Tuition</i>	<i>Term</i>	<i>Att.</i>
3	13599	BCSSSD	\$4,588.00	7/7/2025 - 8/1/2025	
4	13368	BCSSSD	\$4,588.00	7/7/2025 - 8/1/2025	
5	13369	BCSSSD	\$4,588.00	7/7/2025 - 8/1/2025	
6	13527	BCSSSD	\$4,588.00	7/7/2025 - 8/1/2025	
7	13539	BCSSSD	Tuition - \$4,588.00 Teacher Assistant - \$6,614.00	7/7/2025 - 8/1/2025	

Roll Call on Action Items #1-7:

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:

<i>Item</i>	<i>Description</i>	<i>Att.</i>
1	Substitute Custodians for the 2025-26 school year.	HR-1
2	Approve all lunch/recess aides for up to 6 hours for training at CBA/per diem rate, as per state requirements.	
3	Approve Nicole Orangers and Morgan Barnett as our district participants in the Burlington County School Crisis Response Team for the 2025-26 school year.	
4	Approve Alyssa Smith as a one-to-one aide for the 2025-26 school year.	

New Hire(s)/Position Change

<i>Item</i>	<i>Name</i>	<i>Position</i>	<i>Compensation</i>	<i>Replacement/ Vacancy</i>	<i>Date</i>	<i>Budget Line</i>
5	Cheryl Daly	Paraprofessional	Per CBA	Replacement	9/1/25	20-218-100-106-050-00
6	Shelby Santos	Paraprofessional	Per CBA	Replacement	9/1/25	11-190-100-106-050-00
7	Mackenzie Tansey	Paraprofessional	Per CBA	New	9/1/25	11-190-100-106-050-00
8	Eric Spinelli	Middle School Teacher	Per CBA	Replacement	9/1/25	11-213-100-101-050-00
9	Karla Moynahan	Paraprofessional	Per CBA	Position Change	9/1/25	11-190-100-106-050-00
10	Grace Strecker	Paraprofessional	Per CBA	Replacement	9/1/25	20-218-100-106-050-00

****Ratify and Affirm***

Lateral Salary Guide Movement

<i>Item</i>	<i>Staff Member</i>	<i>Current Step</i>	<i>New Step</i>	<i>Effective Date</i>
11	Amy Hinkson	BA+36-4	MA-4 (Step and salary as per the CBA)	9/1/2025
12	Anne Harris	BA+24-7	MA-7 (Step and salary per the CBA)	9/1/2025

Retirements/Resignations/Leaves of Absence

<i>Item</i>	<i>ID#</i>	<i>Position</i>	<i>Date(s)</i>	<i>Type of Leave</i>
13	1317	Middle School Teacher	6/30/25	Resignation
14	2132	Paraprofessional	6/30/25	Resignation
15	2119	Library Media Specialist	10/11/25	Resignation

****Ratify and Affirm***

Professional Development

<i>Item</i>	<i>Attendee</i>	<i>Program</i>	<i>Location</i>	<i>Date(s)</i>	<i>Hour(s)</i>	<i>Cost</i>	<i>Cost to District</i>
16	Karina McNulty	Creative Curriculum/Teaching Strategies	Tabernacle, NJ	8/11/25 8/12/25	14	\$200	\$200
17	Julia Wolfrom	Creative Curriculum/Teaching Strategies	Tabernacle, NJ	8/11/25 8/12/25	14	\$200	\$200
18	Allison Tate	Science of Reading	Virtual		50	\$158	\$158
19	Julia Wolfrom	PreK Creative Math Literacy	Camden County Ed Services	10/8/25, 1/12/25, 1/28/26, 3/25/26	28	\$1000	\$1000

****Ratify and Affirm***

Extra-Curricular 2025-26

<i>Item</i>	<i>Name</i>	<i>Position</i>	<i>Rate</i>	<i>Effective Date</i>
20	Kim Orfe	Boys Soccer	Per CBA	9/1/2025
21	Taylor Klenk	Girls Soccer	Per CBA	9/1/2025
22	Katie Dowd	Girls Field Hockey	Per CBA	9/1/2025
23	Mark Mecholsky	Boys Basketball	Per CBA	9/1/2025
24	Katie Dowd	Girls Basketball	Per CBA	9/1/2025
25	Krissy Soltesz	Cheerleading	Per CBA	9/1/2025
26	Alyssa Smith	Cheerleading Assistant	Per CBA	9/1/2025
27	Mark Mecholsky	Boys Baseball	Per CBA	9/1/2025
28	Taylor Klenk	Girls Softball	Per CBA	9/1/2025
29	Kim Orfe	Girls Lacrosse	Per CBA	9/1/2025
30	Krissy Soltesz	Track and Field	Per CBA	9/1/2025
31	Katie Dowd	Track and Field Assistant	Per CBA	9/1/2025
32	Andrew Kirk	Art Club	Per CBA	9/1/2025
33	Rachel James	Crafting Club	Per CBA	9/1/2025
34	Krissy Soltesz	Crowd Control	Per CBA	9/1/2025
35	Taylor Klenk	Crowd Control	Per CBA	9/1/2025
36	Cheryl Smith	Crowd Control	Per CBA	9/1/2025
37	Katie Bradley	Drama Club Assistant	Per CBA	9/1/2025
38	Robyn Stanley	Drama Club Grades 3, 4, 5	Per CBA	9/1/2025
38	Rachel James	Gardening Club	Per CBA	9/1/2025

39	Jason Stewart	Jazz Band	Per CBA	9/1/2025
40	Sarah Stasiuk	National Junior Honor Society	Per CBA	9/1/2025
41	Andrea Cahill	Safety Patrol	Per CBA	9/1/2025
42	Alysha Cook	Scrapbooking	Per CBA	9/1/2025
43	Lauren Maiorano	Student Council	Per CBA	9/1/2025
44	Sierra D'Intino	Volleyball	Per CBA	9/1/2025
45	Karly Rabinowitz	Yearbook	Per CBA	9/1/2025
46	Krissy Soltez	After School Detention	Per CBA	9/1/2025
47	Rebecca Collins	After School Detention	Per CBA	9/1/2025
48	Jamie DeSantis	After School Detention	Per CBA	9/1/2025
49	Kevin King	After School Detention	Per CBA	9/1/2025
50	Kelsey Debes	Elementary Homework Club	Per CBA	9/1/2025
51	Rebecca Collins	Elementary Homework Club	Per CBA	9/1/2025
52	Jamie DeSantis	Elementary Homework Club	Per CBA	9/1/2025
53	Emily Greco-Wright	Elementary Homework Club	Per CBA	9/1/2025
54	Zach Classetti	Elementary Homework Club	Per CBA	9/1/2025
55	Lauren Toro	Middle School Homework Club	Per CBA	9/1/2025
56	Kelsey Debes	Middle School Homework Club	Per CBA	9/1/2025
57	Rebecca Collins	Middle School Homework Club	Per CBA	9/1/2025
58	Jamie DeSantis	Middle School Homework Club	Per CBA	9/1/2025
59	Zach Classetti	Middle School Homework Club	Per CBA	9/1/2025

Summer Hours

<i>Item</i>	<i>Name</i>	<i>Position</i>	<i>Reason</i>	<i>Total Hours</i>	<i>Rate</i>	<i>Effective Date</i>
60	Karina McNulty	PEA Teacher	PEA Planning	14	CBA contracted rate	7/1/25 - 8/31/25

Roll Call on Action Items #1-60:

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 June and July 2025	FI-1
2	Treasurer's Report for June and July 2025	FI-2
3	Appropriation Adjustment Journal for June and July 2025	FI-3
4	Payment of bills for the months of June and July 2025**	FI-4
5	EFT Activity Report for June and July 2025	FI-5
6	Student Activity Account for June and July 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.

Action Items

<i>Item</i>	<i>Description</i>	<i>Att.</i>
8	Ratify and affirm effective July 1, 2025, approve Jake Bryson as signatory of the board for the following accounts with Citizens Bank: •General Fund •Custodial Account •Capital Projects •Cafeteria Account •Payroll Agency • Unemployment •Student Activities •Scholarships	
9	Approve Jake Bryson, Business Administrator, to travel to the following events: • NJ School Boards Convention (October 2025) • NJASBO Convention (June 2026)	
10	Approve the purchasing manual for the business office for the 2025-2026 school year.	FI-8
11	Authorizing the transfer of 2024-2025 School Year Surplus to Reserves	FI-9
12	Authorizing the submission of the Annual Toilet Room Facilities Form to the Executive County Superintendent	FI-10
13	Authorizing the submission of the annual IDEA grant application in the amount of \$146,090 (Basic) and \$9,446 (Preschool), and authorize the submission of the ESEA grant application for the total amount of \$88,244.	
14	Approve Jake Bryson, Business Administrator, as the designated Temporary Purchasing Agent for Hainesport Township School District.	
15	Authorizing the district's bid and quotation thresholds pursuant to the Qualified Purchasing Agent (QPA) limits of \$53,000 (Bid Threshold) and \$7,950 (Quote Threshold) for the 2025-2026 school year.	
16	Approve a contract with Let's Talk Speech, PC to provide Speech Therapy Services.	FI-11
17	Approve the Library weeding log - Dated 5/1/2025 - 6/30-2025	FI-12
18	Approve a contract with Asbury Park BoE to provide Budgetary Accounting System and Payroll/Personnel System.	FI-13
19	Approve a contract with ESS Northeast, LLC to provide substitute staffing services.	FI-14
20	Approve a contract with H.A. Wolfinger & Associates LLC to provide Educational Audiology Services.	FI-15
21	Approve a contract with Tri-Shield Security and Protection to provide a licensed and trained armed security officer.	FI-16
22	Approve a contract with Tracy Ent to provide professional development for staff of topics related to Applied Behavior Analysis.	FI-17
23	Approve a contract with Handle with Care to provide behavior management training.	FI-18
24	Approve a contract with Bayada Home Health Care, Inc. to provide substitute nurses.	FI-19
25	Approve a contract with Therapy Coaches in Motion to provide PT, OT, and Speech Language Pathology services.	FI-20

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<i>Item</i>	<i>Plan</i>	<i>Att.</i>
26	Crisis Management Plan for 2025-26	FA-1
27	School Safety and Security Plan for 2025-26	FA-2
28	Written Indoor Air Quality Plan for 2025-26	FA-3
29	Exposure Control Plan for 2025-26	FA-4
30	Integrated Pest Management Plan for 2025-26	FA-5
31	Emergency Response Template (ERT) for 2025-26	FA-6
32	Written Hazardous Communication Plan for 2025-26	FA-7
33	Hearing Protection Exposure Control Plan for 2025-26	FA-8
34	Silica Exposure Control Plan for 2025-26	FA-9

Use of Facilities 2025-2026 School Year

<i>Item</i>	<i>Activity</i>	<i>Area</i>	<i>Contact</i>
35	Our Lady Queen of Peace Religious Education	Classrooms	Ms. Modugno
36	Read Across America Visiting Author	Gymnasium	Ms. Hinkson/Ms. Quinn
37	PTO Meetings	Cafeteria	Ms. Alderman
38	PTO Ice Cream Social	Outside	Ms. Alderman
39	PTO Middle School Bingo	Cafeteria	Ms. Alderman
40	PTO Trunk or Treat	Parking Lot	Ms. Alderman
41	PTO Movie Night Pre K - 5th	Cafeteria	Ms. Alderman
42	PTO Holiday Shop and Breakfast	Cafeteria	Ms. Alderman
43	PTO Bingo Pre K - 4th	Cafeteria	Ms. Alderman
44	PTO Valentine's Social	Cafeteria	Ms. Alderman
45	PTO Be Her Guest	Gymnasium	Ms. Alderman
46	PTO Basket Raffle	Cafeteria	Ms. Alderman

47	PTO Be His Guest	Cafeteria	Ms. Alderman
48	PTO BBQ	Cafeteria	Ms. Alderman

**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

<i>Item</i>	<i>Drill</i>	<i>Date</i>	<i>Time</i>
49	Fire Drill	6/5/25	2:00 pm - 2:08 pm
50	Shelter in Place	7/17/25	11:31 am - 11:35 am
51	Fire Drill (Actual Alarm)	7/21/25	9:30 am - 9:50 am

<i>Item</i>	<i>National School Lunch Program/School Breakfast Program</i>
52	For the 2025-26 school year paid lunch price will remain at \$3.25. The paid breakfast price will remain at \$2.25

Roll Call on Resolution 2025-26 #'s 1-52

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. ADJOURNMENT

Motion	Second	All in Favor	All Opposed

☐ Motion Carries

☐ Motion Fails

Time of adjournment: _____ pm