



Laurel Springs School District
Board of Education
623 Grand Avenue
Laurel Springs, NJ 08021

Regular Meeting Minutes - August 20, 2025 – 7:00pm

1. MEETING OPENING

The Board of Education Meeting was Called to Order by the Board President, Mr. Douglas DelPidio at 6:30pm.

2. EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, N.J.S.A. 10:4-12 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances exist;

NOW THEREFORE BE IT RESOLVED by the Board of Education of the Town of Laurel Springs in the County of Camden and State of New Jersey, as follows: The public shall be excluded from discussion on the actions upon the hereinafter specified subject matter: Personnel matters, contracts/litigations, negotiations, matters of attorney/client privilege. Any discussion held by the Board which need not remain confidential, will be made public as soon as is practicable. Minutes of the executive session will not be disclosed until the need for confidentiality no longer exists. The Board will reconvene to public session at the conclusion of the executive session. This Resolution shall become effective immediately.

Motion: Kimberley Brisbin

Second: Monica Korn

Time: 6:30pm

CLOSED EXECUTIVE SESSION

Motion: Kimberley Brisbin

Second: Tara Dunning

Time: 6:55pm

3. MEETING OPENING CONTINUED

Open Public Meeting Statement:

"The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend any meetings of public bodies at which their interests may be discussed or acted upon. In accordance with provisions of this Act, the Laurel Springs Board of Education has caused notice of this meeting to be published by having the date, time, purpose and place thereof published in the Courier Post and posted on authorized premises." The secretary certifies that all requirements of the Sunshine Law have been met.

Pledge of Allegiance

Roll Call:

Mr. Douglas DelPidio - Present

Mrs. Kimberley Brisbin - Present

Mrs. Betty Hobbs - Present

Ms. Tara Dunning - Present

Mr. Matthew Minder - Absent

Mrs. Giavonna DelPidio - Present

Mrs. Carolyn Redstreake - Absent

Mrs. Elizabeth Ford - Present

Mrs. Monica Korn – Present

Other Attendees:

Mr. Steve Crispin – Superintendent/Board Secretary

4. ANNOUNCEMENT OF NOTICES/COMMUNICATIONS

2. PUBLIC COMMENT

Visitors' Comments - None

Limited Citizen Participation- This is the first of two opportunities in which the public would like to address the Board on Board Agenda items only.

Concerns stated, or actions requested by the public, will be taken under advisement by the board for investigation, discussion, and action or disposition at a later time/date.

Pursuant to NJSA 10:4-12(b), the Open Public Meetings Act, the Board shall not discuss personnel, litigation, Negotiations, Attorney-Client Privilege matters and shall not respond to comments made by members of the public.

Employees of the Laurel Springs School District retain all rights regarding defamation and slander according to the laws of New Jersey. The Board shall not entertain such comments. Nor shall the Board be held liable for comments made by members of the public. Further, the Board asks that citizens who choose to speak at a public board meeting be reminded that comments should always be respectful, non-defamatory and should maintain the level of decorum appropriate for a meeting of a public body.

When addressing the Board, please respect the following procedure:

1. Be recognized by the Board President
2. State your full name and address before commenting.
3. Identify the resolution on which you will comment.
4. Limit your comment(s) to the specific resolution.
5. Per Policy #0167, each statement made by a participant shall be limited to five-minute duration.

5. APPROVAL OF MINUTES

Regular Meeting Minutes

Motion to approve the Regular Meeting Minutes from June 11, 2025 and July 22, 2025

[June 11, 2025 Minutes](#)

[July 22, 2025 Minutes](#)

Motion: Monica Korn Second: Kimberley Brisbin

Final Resolution: Motion Carried

Yes – Douglas DelPidio, Betty Hobbs, Tara Dunning Giavonna DelPidio, Elizabeth Ford

Executive Meeting Minutes (if available)

5. SUPERINTENDENT'S INFORMATION ITEMS

- **HIB Report** – There were no incidences of HIB during this reporting period
- **Presentation of WIDA scores** - Mr. Crispin shared the results of the latest WIDA scores and commented that all students in our ELL program are making excellent progress.
- **Preschool Update** - Due to the reduction in state funding for new preschool programs, the Laurel Springs Board of Education will not be able to expand its preschool program for the 2025-26 school year. The reduction in state funding

would have required the district to either increase its tax levy or charge tuition. Neither of these options is acceptable. It is the hope that the district will be able to apply for the preschool funding if the referendum is successful and there are two new preschool classrooms to house students.

- **July Drills**
 - **7/28- Tabletop Emergency Response Plan**
 - **7/29- Fire Drill**
- **School Choice** - Mr. Crispin shared that the board will not be considering any changes to the school choice program until next school year (2026-27). Therefore, the school choice program will continue for the 2025-26 school year as it is currently structured.

6. COMMITTEE REPORTS

- **Property Committee**
 - HVAC Project - Mr. Crispin shared that the HVAC project is going well and should be completed in the next couple weeks. There is a bit of a delay due to the flooring under each unit in the second-floor classrooms needing to be replaced. It is anticipated that the flooring contractor will be here this week to complete this work. Once the units are installed, the contractor will need some time to make the final connections. It may be necessary for the students in each of these classrooms to temporarily relocate while this work is being completed.
 - Referendum
- **Policy Committee**
 - Policy Alert 235

7. YELLIN REPRESENTATIVE UPDATE

None

8. STERLING REPRESENTATIVE UPDATE

None

9. HSC REPRESENTATIVE UPDATE

None

10. SUPERINTENDENT'S BOARD ACTION ITEMS

10.1 Resolution No. 0820-01

Motion to approve the adoption of the K-6 District Curriculum aligned to the New Jersey State Learning Standards to comply with NJQSAC Statement of Assurances.

10.2 Resolution No. 0820-02

Motion to approve Danielson Instrument for Teacher Observations during the 2025-2026 school year.

10.3 Resolution No. 0820-03

Motion to approve the 2025-2026 Mentor Plan

10.4 Resolution No. 0820-04

Motion to approve the 2025-26 Professional Development Plan.

10.5 Resolution No. 0820-05

Motion to approve FY 2024-2025 Collaborative Federal Monitoring Report, CAP instructions and CAP worksheet

10.6 Resolution No. 0820-06

Motion to approve the 2025–2026 Student Handbook

10.7 Resolution No. 0820-07

Motion to approve the 2025–2026 Home and School Council events schedule and authorize use of facilities as appropriate

10.8 Resolution No. 0820-08

Motion to approve the Teacher Mentor stipends for the 25-26 school year: Brian Hofacker, \$500, utilizing Title II funds

10.9 Resolution No. 0820-09

Motion to approve the new hire of Michele Jones as the Secretary of Student Services, with the salary of \$39,500.00, effective August 25th, 2025

10.10 Resolution No. 0820-10

Recommend motion to approve the reimbursement for tuition charges to Mrs. Julie Knipfer in the amount of \$2,400 for courses taken during the spring semester of 2025.

10.11 Resolution No. 0820-11

Motion to rescind Ms. Laura Henkel as Accounts Payable Clerk for the 2025-26 school year at the rate of \$1,000.00 per month.

10.12 Resolution No. 0820-12

Motion to approve the resignation from Caterina Amato, ML teacher.

10.13 Resolution No. 0820-13

Motion to approve the FIRST reading of the following Revised/New/Abolished policies (Alert#235)

A. N.J.A.C. 6A:23A – Fiscal Accountability, Efficiency, and Budgeting Procedures

P 0173	Duties of Public School Accountant (Revised)
P 0174	Legal Services (M) (Revised)
P 0177	Professional Services (M) (Revised)
P & R 1570	Internal Controls (M) (Revised)
P 1620	Administrative Employment Contracts (M) (Revised)
P & R 6111	Special Education Medicaid Initiative (SEMI) Program (M) (Revised)
P 6220	Budget Preparation (M) (Revised)
R 6220	Budget Preparation (Revised)

B. General Policy and Regulation Updates

P 0141.3	Board Member Number and Term – Regional School District (New)
P 0141.4	Board Member Number and Term – County Vocational School District (New)
P 0143	Board Member Election and Appointment (Revised)
P 1636.01	Notification of Promotion, New Job, and Transfer Opportunities (New)
P 1648.15	Recordkeeping for Healthcare Settings In School Buildings – Covid-19 (M) (Abolished)
P 2422	Statutory Curricular Requirements (M) (Revised)
P & R 5117	Interdistrict Public School Choice (Revised)
P 5339.01	Student Sun Protection (M) (New)

[Link to Policy A](#)

[Link to Policy B](#)

10.14 Resolution No. 0820-14

Motion to approve the change in degree status for Mrs. Janet Cybulski from BA +30, Step 14 to MA Step 14 at a salary of \$87,276.00, Effective September 1, 2025

10.15 Resolution No. 0820-15

Motion to approve the adjustment in work hours for Mr. Jared Matchett effective 9/1/25 as per the following:

- From - 5.5 hours (330 minutes) per day at an annual salary of \$17,325.
- To - 5.84 hours (350 minutes) per day at an annual salary of \$18,375.

This change is needed in order to meet the student's IEP

Approval of Superintendent's Action Items

Motion to Approve the Superintendent's Recommendations (0820-01 – 0820-13) as presented above.

Motion: Tara Dunning

Second: Kimberley Brisbin

Final Resolution: Motion Carried

Yes – Douglas DelPidio, Betty Hobbs, Tara Dunning Giavonna DelPidio, Elizabeth Ford

Kimberley Brisbin – Abstain - No. 0820-15

Monica Korn – Abstain - No. 0820-10

11. BILLS

Motion to approve the following Bill Lists:

Bill List 1	July 21, 2025	Fund 10	\$	13,222.00
		Fund 11	\$	21,448.90
		Fund 20	\$	595.00
			\$	35,265.90
Bill List 2	July 22, 2025	Fund 11	\$	62,701.30
		Fund 20	\$	829.80
			\$	63,531.10
Bill List 3	July 30, 2025	Fund 11	\$	40,307.38
Bill List 4	August 4, 2025	Fund 11	\$	44,996.75
Bill List 5	August 4, 2025	Fund 11	\$	34,783.65
		Fund 12	\$	2,070.00
		Fund 20	\$	0.01
			\$	36,853.66
Bill List 6	August 7, 2025	Fund 11	\$	49,395.18
		Fund 20	\$	9,690.00
			\$	59,085.18
Bill List 7	August 11, 2025	Fund 11	\$	8,613.17
Bill List 8	August 11, 2025	Fund 11	\$	7,735.00

Motion: Elizabeth Ford

Second: Giavonna DelPidio

Final Resolution: Motion Carried

Yes – Douglas DelPidio, Betty Hobbs, Tara Dunning Monica Korn, Kimberley Brisbin

12. BUSINESS ADMINISTRATOR'S REPORT

12.1 Resolution No. 0820-16

Dollar Amount \$82,168.20

Budget Source 11-000-100-566

Motion to approve a tuition contract to YALE School Southwest, Inc. from September 8, 2025 - June 30, 2026, at \$82,168.20 regular year tuition.

12.2 Resolution No. 0680-17

Dollar Amount \$1,483,559

Budget Source 11-000-100-562; 11-000-100-561

RESOLVED, that the Laurel Springs Board of Education approve the 2025-2026 tuition contract for grades 9–12 between the Laurel Springs Board of Education and the Sterling High School District Board of Education in the amount of \$1,581,154, with a 2023-2024 tuition adjustment of -\$97,959, for a total cost owed of \$1,483,559.

12.3 Resolution No. 0820-18

Dollar Amount \$6,248.00

Budget Source 11-000-100-563

Motion to approve a tuition contract from September 1, 2025 - June 30, 2026 with Camden County Technical Schools in the amount of \$6,248 (25/26 \$38,532; 23/24 audit adjustment \$-32,284) Estimated cost per pupil \$3,211.00, and based on an average daily enrollment of 12 students

12.4 Resolution No. 0820-19

Dollar Amount \$14,018

Budget Source 10-000-100-56X

Motion to approve tuition for SID# 4907044216 to attend Creativity Collaboratory Charter School for the 2025-2026 school year in the amount of \$14, 018.

12.5 Resolution No. 0820-20

Dollar Amount:

- Basic \$61,394
- Preschool \$2,696

Motion to approve the submission of the IDEA application for Fiscal Year 2026 and accept the grant award of the funds upon subsequent approval of the FY 2026 IDEA application.

12.6 Resolution No. 0820-21

Motion to approve a contract with the New Jersey Commission for the Blind and Visually Impaired for Blindness Education Services for two (2) students at Laurel Springs School. Services will be provided at the Level 1 rate of \$2,541.00 per student, totaling \$5,082.00, effective September 1, 2025 through June 30, 2026. The New Jersey Department of Education will debit the total amount from State Aid payments for services provided by NJCBVI.

12.7 Resolution No. 0820-22

Motion to approve increasing the QPA Bid Threshold from \$44,000 to \$53,000 per the State of New Jersey, Department of the Treasury, as of July 1, 2025.

RESOLUTION TO INCREASE THE BID THRESHOLD

WHEREAS, James McCullough, School Business Administrator, possesses a Qualified Purchasing Agent (QPA) certificate;
WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to \$53,000, effective July 1, 2025;
NOW, THEREFORE BE IT RESOLVED that the Laurel Springs School District Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a), establishes and sets the bid threshold amount of \$53,000 for the school district, and further authorizes the School Business Administrator, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.
Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen (15%) or more of the amount, the School Business Administrator shall award contracts after soliciting at least two competitive quotations.
The School Business Administrator, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen (15%) percent of the bid threshold without soliciting competitive quotations.

12.8 Resolution No. 0820-23

Ratify and approve the School Business Administrator, James McCullough, to send a Draft June 30, 2025 Financial Report to the County Office of Education by August 1, 2025 as required by QSAC. A final June 30, 2025 Financial Report will be submitted in September and will be included in the Board of Education agenda items

12.9 Resolution No. 0820-24

Motion to approve Burlington County Special Services School District, Tuition Contract 2025-2026 SY

Dollar Amount \$11,202.00

Budget Source 11-000-100-565

Motion to approve an ESY and 1:1 ESY Aide tuition contract for SID#3208403606 to Burlington County Special Services School District from July 7, 2025 - August 1, 2025, at \$4,588.00(extended school year tuition) plus \$6,614.00 (ESY 1:1 aide) totaling \$11,202.00.

Approval of the BA's Recommendations

Motion to approve the BA's Recommendations (0820-14 – 0820-24) as presented above.

Motion: Elizabeth Ford

Second: Giavonna DelPidio

Final Resolution: Motion Carried

Yes – Douglas DelPidio, Betty Hobbs, Tara Dunning Monica Korn, Kimberley Brisbin

13. VISITOR'S COMMENTS - OPEN END, 5 MINUTE LIMIT

Public Comments

Limited Citizen Participation- This is the second of two opportunities in which the public would like to address the Board. The Board is limited in its ability to respond in public on the following matters: (Personnel, Litigation, Negotiations, Attorney-Client privilege).

- **Mr. Anderson commented on positive aspects of School Choice**

14. OLD BUSINESS - None

15. New Business

Mr. DelPidio provided an update regarding the following:

Plaque - The plaque for Mr. _____ has been ordered and will be installed once it is received.

Preschool - As previously mentioned, the District will not be submitting an application for the Preschool Expansion Aid. This is due the amount of funding being reduced and the negative impact this would have on our budget.

Change Order - As Mr. Crispin mentioned, there will be a change order for the repair of the flooring in the upstairs classrooms. Due to the late notice the cost will be much more than it would have if there was not an immediate need. This project, along with the replacement of the ceiling in room 203, will be presenting some financial challenges to the current year budget.

Referendum – The Board is still moving forward with plans to present a referendum to the voters of Laurel Springs to approve funding for renovations and additions to Laurel Springs School. The renovations would include the complete reconstruction of the front of the school which includes three classrooms. This area would be renovated to include a new main office and three classrooms (one additional). There would also be two other additional classrooms to house preschool.

Dumpster Fence – The project to replace the dumpster fence has been completed. The next step will be to have the fence painted/stained.

Sign in Front – There have been on-going issues with the sign in the front of the school not working properly. It appears that the sign has been fixed. In order to ensure that there are no further issues, the Board is requesting that the sign only be used by school personnel and that only school information is to be posted.

School Choice – As Mr. Crispin indication, the Board is going to discuss the status of school choice at our next meeting. A determination will be made at that time whether the program will continue. Until that decision is made, the school choice program will continue as it has in the past.

16. ADJOURN

Adjourn Meeting

Motion to Adjourn the Meeting.

Motion: Kimberley Brisbin

Second: Elizabeth Ford

Final Resolution: Motion Carried

Yes – Douglas DelPidio, Betty Hobbs, Tara Dunning Monica Korn, Giavonna DelPidio

Meeting Adjourned at 7:30pm

Respectfully Submitted,

Mr. Douglas DelPidio
Board President

Mr. Steve Crispin
Board Secretary