

**The Board of Education of Moorestown Township
Moorestown, New Jersey
Public Agenda
William W. Allen Middle School
March 19, 2019 – 7:00 p.m.**

I. Call to Order

The Regular Meeting of the Moorestown Township Board of Education is called to order. This meeting is called in conformance with the “Open Public Meetings Act” with adequate notice provided as follows:

- A. Notice filed with the Courier Post on July 1, 2018
- B. Notice filed with the Burlington County Times on July 1, 2018

II. Moment of Silence

III. Pledge of Allegiance

IV. Roll Call

Mr. Jack Fairchild
Mrs. Alexandria Law
Mrs. Tinamarie Nicolo-Dorfner
Ms. Lauren Romano
Mrs. Caryn Shaw
Mr. Mark Villanueva
Mr. Maurice Weeks

Mr. David A. Weinstein, Vice President
Dr. Sandra Alberti, President

Mr. Arthur F. Ridsen, Esq., Solicitor
Dr. Scott McCartney, Superintendent
Mrs. Joanne D'Angelo, Business Administrator/Board Secretary
Ms. Carole Butler, Director of Curriculum and Instruction
Dr. David Tate, Director of Special Education
Mrs. Debora Belfield, Director of Personnel
Mr. Jeffrey Arey, Director of Instructional Technology

V. Routine Matters

A. Minutes

Approval of minutes for the following meetings attached as Exhibit #19-205:

February 19, 2019 Executive Session March 12, 2019 Special Meeting
February 19, 2019 Regular Meeting

Moved by: _____ Second: _____ Vote: _____

B. Communications

C. Educational Highlights –Superintendent’s Monthly Report

- General Updates
- Donation to CHOP in honor of Mason Eldred in the amount of \$1,000
- Donation to Mercy Malawi High School
- Budget 2019-2020

D. Student Board Representatives

- Brenden Swanik
- Ashrit Verma
- Cara Petrycki
- Avani Giri

E. Board Committee Reports – Questions and Comments

F. Public Comment on Agenda Items

VI. Reports to the Board

A. Business Administrator/Board Secretary

1. **Financial Reports of the Board Secy.** – January, 2019 – Exhibit #19-206
2. **Treasurer’s Report** – December, 2018 – Exhibit #19-207
3. **Cafeteria Report** – February, 2019 – Exhibit #19-208

Resolution of Board of Education’s Monthly Certification Budgetary Major Account/Fund Status:

BE IT RESOLVED:

Board Secretary’s monthly certification budgetary line item status:
Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the District Board of Education pursuant to N.J.S.A. 18A:22-8.
Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we certify that after review of the Secretary’s monthly financial report (appropriations section) and upon consultation with the 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(b) and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

4. Approval of Budget Transfers

I recommend approval of the budget transfers for the month of January, 2019 attached as Exhibit #19-209.

5. Approval of Bills

I recommend approval of the bills, in the amount of \$6,124,814.43 attached as Exhibit #19-210.

Approval of Items 1 – 5:

Moved by: _____ Second: _____ Vote: _____

VII. Recommendations of the Superintendent**A. 2018-2019 Live Streaming Memorandum of Agreement (MOA)****Routine Action**

Approval of the Live Streaming Memorandum of Agreement (MOA) between Education and Law Enforcement Officials for the 2018-2019 school year. As an expression of mutual concern and commitment to students, and to the level of cooperation and understanding described in the MOA Agreement. Dr. Scott P. McCartney, Chief School Administrator; Chief Lee Lieber, MTPD; and Sandra Alberti, Board of Education President, affirm and agree to abide by the standards, procedures, principles and policies set forth in the Live Streaming MOA dated February 27, 2019.

MOTION:

I recommend Board approval of the 2018-2019 Live Streaming Memorandum of Agreement (MOA).

Moved by: _____ Second: _____ Vote: _____

B. Policies and Procedures**1. First Reading**

The Policy Committee has reviewed the file codes listed in the attached exhibit and recommends the following Policies and Regulations be entered on first reading.

- Policy 2415.06 Unsafe School Choice Option
- Policy 2422 Health and Physical Education
- Regulations 2460.8 Special Ed Free and Appropriate Public Education
- Policy 2610 Educational Program Evaluation
- Policy 4219 Commercial Driver's License Controlled Substance and Alcohol Use Testing
- Policy 5337 Service Animals
- Regulation 5530 Substance Abuse
- Policy/Regulation 5600 Student Discipline/Code of Conduct
- Policy/Regulation 5611 Removal of Students for Firearms Offenses
- Policy/Regulation 5612 Assaults on District Board of Education Members or Employees
- Policy/Regulations 5613 Removal of Students for Assaults with Weapons Offenses
- Policy/Regulations 7440 School District Security
- Policy/Regulation 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Offenses
- Policy 8561 Procurement Procedures for School Nutrition

MOTION:

I recommend that the Board enter on first reading the Policies and Regulations listed above as Exhibit #19-211.

Moved by: _____ Second: _____ Vote: _____

C. Educational Program

1. Homeless Placement 2018-2019

The following homeless placements are recommended.

MOTION:

I recommend that the Board approve the homeless student listed on Exhibit #19-212 for the 2018-19 school year at the locations indicated and at the approved district tuition rates, where applicable.

2. Home Instruction 2018-2019

Approval is requested for Home Instruction for students during the 2018-2019 school year.

MOTION:

I recommend that the Board approve the Home Instruction students listed on Exhibit #19-213 for the 2018-2019 school year.

3. Burlington County Alternative School Placements for 2018-19

The students listed are recommended for placement in the program at Burlington County Alternative School.

MOTION:

I recommend that the Board approve the students on Exhibit #19-214 for the 2018-19 school year at Burlington County Alternative School at the prevailing tuition rate not to exceed state maximum rate with transportation provided.

4. Special Education Out-of-District Placements 2018-19

The following Moorestown students with special needs are recommended for placement in the appropriate out-of-district programs and schools as mandated in the Individualized Education Programs (IEPs).

MOTION:

I recommend that the Board approve the students with special needs at the placements listed on Exhibit #19-215 for the 2018-19 school year at the locations indicated at the approved tuition rates with transportation provided.

Approval of Items 1 – 4:

Moved by: _____ Second: _____ Vote: _____

D. Finance and Business**1. Travel and Related Expense Reimbursement – 2019-2020****MOTION:**

WHEREAS, the Moorestown Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$181,500 for all staff and board members.

2. Adoption of the Tentative Budget**MOTION:**

BE IT RESOLVED that the tentative budget be approved for the 2019-2020 School Year using the 2019-2020 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	GENERAL FUND	SPECIAL REVENUES	DEBT SERVICE	TOTAL
2019-20 Total Expenditures	74,310,577	1,118,699	5,167,807	80,597,083
Less: Anticipated Revenues	10,115,828	1,118,699	415,727	11,650,254
Taxes to be Raised	64,194,749	0	4,752,080	68,946,829

And to advertise said tentative Budget in the Burlington County Times in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the William Allen Middle School, Moorestown, New Jersey on May 1, 2019 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2019-2020 School Year.

Approval of Items 1 – 2:

Moved by: _____ Second: _____ Roll Call Vote: _____

3. Additional Spending Proposal

MOTION:

RESOLVED, that there shall be raised an additional \$828,540 for General Funds in the 2019-2020 School Year. These taxes will be used exclusively for salaries and benefits for additional teaching staff members, curriculum, and furnishings in order to implement the school district's full-day kindergarten program. Approval of these taxes will result in a permanent increase in the school district's tax levy. These proposed additional expenditures are in addition to those necessary to achieve the Core Curriculum Content Standards and now the Common Core Standards.

Moved by: _____ Second: _____ Roll Call Vote: _____

4. Travel Expenditures Approval Requests

The State of New Jersey has enacted P.L.2007, c.53, An Act Concerning School District Accountability. Section 15 of the Act addresses "Travel Expenditures" paid by the school district.

MOTION:

I recommend that the Board approve the travel expenditures requests attached as Exhibit #19-216.

5. Approval of State Contract and Consortium Vendor Purchases

MOTION:

I recommend the Board approve NJ State Contract Interlocal Agreement and consortium purchases as per attached Exhibit #19-217.

6. Non-Resident Tuition Students 2019-2020

A resolution is requested approving acceptance of non-resident tuition students for the 2019-2020 school year.

MOTION:

I recommend that the Board approve the 2019-2020 non-resident tuition students as listed in Exhibit #19-218.

7. High School Athletic Schedules – Spring 2019

MOTION:

I recommend the Board approve the High School Spring 2019 athletic schedules as listed in Exhibit #19-219.

8. Middle School Athletic Schedules – Spring 2019

MOTION:

I recommend the Board approve the Middle School Spring 2019 athletic schedules as listed in Exhibit #19-220.

9. 2017-2018 Financial Audit

Copies of the annual financial audit for the period ended June 30, 2018 are enclosed. A synopsis of the Audit Report is attached as Exhibit #19-221 and copies have been made available to the public.

The Finance and Operations Committee has reviewed the audit and discussed the Audit Report with representatives David McNally and Michael Holt of Holman Frenia Allison, P.C., the District auditors.

MOTION:

WHEREAS, the 2017-2018 financial audit of the Moorestown Township Board of Education for the fiscal year ended June 30, 2018 as prepared by Michael Holt of Holman Frenia Allison, P.C. has been received by the Board, and

WHEREAS, copies of the synopsis of the Audit Report have been made available to the public,

NOW THEREFORE BE IT RESOLVED BY THE Board of Education that the 2017-2018 Financial Audit be hereby accepted and approve the corresponding Corrective Action Plan and Certificate of Implementation.

10. Extended Day Care (EDC) Tuition Rates 2019-2020

MOTION:

I recommend the Board approve the 2019-2020 Extended Day Care (EDC) tuition rates attached as Exhibit #19-222.

11. LED Lighting Retrofit Lease Purchase Financing

MOTION:

A resolution is requested authorizing the award of bid for lease purchase financing to US Bancorp Government Leasing and Finance, Inc. NJ, as per the attached Exhibit #19-223.

12. Classroom Lock Bid Award

MOTION:

WHEREAS, on March 6, 2019, the Moorestown Township Board of Education (“Board”) received and opened five (5) bids for the Classroom Security Lock Bid #19-4 (“Project”); and

WHEREAS, the Public School Contracts Law, N.J.S.A. 18A:18A-1 *et seq.* (the “Contracts Law”), provides that the Board must award bids to the lowest responsive and responsible bidder for goods or services in excess of the bid threshold, as is defined in the Contracts Law; and

WHEREAS, each of the bids were reviewed by the School Business Administrator and appropriate staff and professionals to determine whether each bid was both responsive and responsible; and

WHEREAS, after such review, the bid of the following bidder was determined to be the lowest responsive and responsible bid:

Successful Bidder	Services/Materials to be Provided	Base Bid Amount
Independent Hardware, Inc.	Classroom Security Locks	\$212.00 per lock

NOW THEREFORE, BE IT RESOLVED by the Board as follows:

Section 1. That the bid of Independent Hardware, Inc. (“Independent”) for the Project is both the lowest responsive and responsible bid as such terms are defined in the Contracts Law.

Section 2. That the Board hereby authorizes the School Business Administrator/Board Secretary to execute a contract with Independent, upon the advice of and in consultation with the Board’s professionals.

This resolution will take effect immediately on this 19th day of March, 2019.

13. Interlocal Services Agreement – Business Administrator Services

MOTION:

A resolution is requested approving the Interlocal Services Agreement attached as Exhibit #19-224 by and between Delanco Township Board of Education and the Moorestown Township Board of Education for School Business Administrator Services. The District will charge \$86,160 for these services. The current agreement will be in effect until July 31, 2020.

14. Interlocal Services Agreement – IT Services

MOTION:

A resolution is requested approving the shared services agreement with Delanco Township Board of Education as per attached Exhibit #19-225.

15. Approval of Burlington County School Security Program Grant Agreement

MOTION:

I recommend the Board approve the Burlington County School Security Program Grant agreement as per the attached Exhibit #19-226.

16. Donations

MOTION:

I recommend the Board accept the following donations:

- \$100 from AbbVie Employee Engagement Fund to be used at South Valley Elementary School

Approval of Items 4 – 16:

Moved by: _____ Second: _____ Vote: _____

E. Employee Relations

Subject to background checks as required by P.L. 1986 c116 and P.L. 1971, c.437 (C.9:6-8.8 et seq.), for the 2018-2019 school year.

1. Appointments

Administrative Staff

No actions recommended at this time.

Professional Staff

No actions recommended at this time.

Support Staff

- LaShonda Esser, as a Confidential Administrative Assistant in the Personnel Office. Ms. Esser's annual salary will be \$46,000.00 prorated, effective on April 8, 2019 through June 30, 2019.
- Wendy Walker, as a Paraprofessional at the South Valley Elementary School. Ms. Walker has been placed on Column Para, Step 1 of the 2018-2019 Paraprofessional Salary Guide at an hourly rate of \$10.75 (4.75 hours per day) for an annual salary of \$9,497.63 prorated, effective March 11, 2019 through June 30, 2019.
- Ryan Jacoby, as a Child Caregiver for the Extended Day Care Program for the District. Mr. Jacoby hourly rate is \$10.50 for 10 hours per week as directed, effective on March 20, 2019 through June 20, 2019.
- Emma Regovich, as an Assistant Child Caregiver for the Extended Day Care Program for the District. Ms. Regovich's hourly rate is \$8.85 for 2.5 hours per week as directed, effective on or about March 20, 2019 through June 20, 2019.

- e. Sydney Robinson, as an Assistant Child Caregiver for the Extended Day Care Program for the District. Ms. Robinson's hourly rate is \$8.85 for 7 hours per week as directed, effective on March 12, 2019 through June 20, 2019.

2. Leave of Absence and Extensions to Leave of Absence

Administrative Staff

No actions recommended at this time.

Professional Staff

- a. Matthew Gifford, a 5th Grade Teacher at the Upper Elementary School, an unpaid absence on March 8, 2019.
- b. Shawn Pickul, a Enrichment Teacher at the Middle School, an unpaid absence February 22, 2019.

Support Staff

- a. Lisa DiBucci, a Paraprofessional at the George Baker Elementary School, an unpaid absence February 22, 2019.
- b. Devin Guerriere, a Paraprofessional at the George Baker Elementary School, an unpaid absence .5 March 28, 2019 and March 29, 2019.
- c. Mandeep Parihar, a Paraprofessional at the George Baker Elementary School, an unpaid absence February 22, 2019.
- d. Michelle Powell, a Paraprofessional at the George Baker Elementary School, an unpaid Intermittent Family Medical Leave of Absence for the 2018-2019 school year (not to exceed 60 days).
- e. Dina McCabe, a Paraprofessional at the South Valley Elementary School, an unpaid absence May 8, 2019 and May 9, 2019.
- f. Tara Pal, a Paraprofessional at the South Valley Elementary School, a paid Medical Leave of Absence January 9, 2019 through January 17, 2019; an unpaid Medical Leave of Absence January 18, 2019 through February 5, 2019; an extension from February 6, 2019 through February 26, 2019; an extension from February 27, 2019 through March 26, 2019.
- g. Lisa Buck, a Paraprofessional at the Upper Elementary School, an unpaid absence March 13, 2019 and March 14, 2019.
- h. Mary Foley, a Paraprofessional at the Upper Elementary School, an unpaid absence February 22, 2019.
- i. Gina Taglianetti, a Paraprofessional at the Upper Elementary School, an unpaid absence February 27, 2019 through March 1, 2019.

- j. Karen Ward, a Paraprofessional at the Upper Elementary School, an unpaid Family Medical Leave of absence March 11, 2019 through April 1, 2019 (not to exceed 60 days).
- k. Sandra Hoffman, a Bus Driver for the Transportation Department, an unpaid absence .7FTE March 4, 2019.
- l. Ruth Rich, the Assistant Supervisor for the Transportation Department, an unpaid absence May 24, 2019 through May 31, 2019.
- m. Angela Roe, a Bus Driver for the Transportation Department, an unpaid Medical absence .5 February 13, 2019, February 14, 2019 and February 15, 2019.
- n. Yahaira Walters-Banks, a Bus Driver for the Transportation Department, an unpaid Family Medical Leave of Absence December 5, 2018 through December 21, 2018; extension to unpaid Family Medical Leave of Absence December 22, 2018 through January 21, 2019; extension to unpaid Family Medical Leave of Absence January 22, 2019 through February 18, 2019; extension to unpaid Family Medical Leave of Absence February 19, 2019 through March 11, 2019 (not to exceed 60 days); unpaid Medical Leave of Absence March 12, 2019 through April 3, 2019.

3. Change of Assignment/FTE

Administrative Staff

No actions recommended at this time.

Professional Staff

- a. Adam Roth, from a Business Teacher to a Special Education Teacher at the High School, effective April 29, 2019 through June 30, 2019.

Support Staff

- a. Gina Yaroch, from a .71FTE to 1FTE Paraprofessional at the Mary Roberts Elementary School, at an annual salary of \$19,146.38 prorated, effective February 27, 2019 through June 30, 2019.

4. Extension of Contract

Administrative Staff

No actions recommended at this time.

Professional Staff

- a. Dana Procopio, as a Long Term Substitute Preschool Special Education Teacher at the South Valley Elementary School. Ms. Procopio has a MA from Holy Family University. She has been placed on Column MA, Step 1 of the Teacher Salary Guide at a salary of \$53,270.00 prorated, effective on September 20, 2018 through January 31, 2019; an extension from February 1, 2019 through February 28, 2019; an extension from March 1, 2019 to March 29, 2019; an extension from March 30, 2019 through June 30, 2019 (temporary leave replacement).

Support Staff

No actions recommended at this time.

5. Resignation

Administrative Staff

No actions recommended at this time.

Professional Staff

- a. Nikkilee Pedersen, a Special Education Teacher at the High School, effective April 22, 2019.

Support Staff

- a. Frank Harden, a Part Time Information Technology Assistant for the District, effective March 8, 2019.
- b. Sheila Bogda, a Child Caregiver for the Extended Day Program, effective February 26, 2019.

6. Retirement

Administrative Staff

No actions recommended at this time.

Professional Staff

No actions recommended at this time.

Support Staff

- a. Linda Carlino, a Paraprofessional at the Upper Elementary School, after 17 years of service to the District, effective June 30, 2019.
- b. Cynthia Boyce, a Supervisor for the Transportation Department, after 3 years of service to the District, effective April 30, 2019.
- c. Ruth Rich, an Assistant Supervisor for the Transportation Department, after 15 years of service to the District, effective May 31, 2019.

7. Substitutes - Exhibit #19-227

8. Movement on the Salary Guide - Exhibit #19-228

9. Transportation Supervisor Job Description - Exhibit #19-229

10. Athletic Volunteers - Exhibit #19-230

11. Co-Curricular - Exhibit #19-231

12. Clubs - Exhibit #19-232**13. Creative Minds Substitutes - Exhibit #19-233****Approval of Items 1 – 13:**

Moved by: _____ Second: _____ Roll Call Vote: _____

VIII. Suspensions and HIB Report**A. Suspensions – Exhibit #19-234****B. Superintendent's HIB Report****MOTION:**

I recommend that the Board approve the following HIB cases as discussed in executive session.

- Substantiated
 - HS - #5
- Unsubstantiated
 - UES - #5

Moved by: _____ Second: _____ Vote: _____

IX. Informational Only**A. Enrollment Information – March 1, 2019**

	2017-2018	2018-2019
High School	1275	1282
Middle School	638	638
Upper Elementary School	893	920
Elementary School	<u>1144</u>	<u>1135</u>
Total	3949	3975

B. Old Business**C. New Business****D. Public Comments****X. Adjournment**

Moved by: _____ Second: _____ Vote: _____