

**The Board of Education of Moorestown Township
Moorestown, New Jersey
MINUTES
William Allen Middle School
February 15, 2022 – 7:00 p.m.**

I. Call to Order – 7:03 p.m.

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, 2021
- B. Notice filed with the Burlington County Times on July 1, 2021

II. Moment of Silence

III. Pledge of Allegiance

IV. Roll Call

Present	Dr. Sandra Alberti
Present	Mrs. Melissa Arcaro Burns
Absent	Mr. Jack Fairchild
Present	Mrs. Jill Fallows Macaluso
Present	Mrs. Cheryl Makopoulos
Present	Ms. Lauren Romano
Present	Mr. Mark Villanueva
Present	Dr. Mark Snyder, Vice President
Present	Mr. Maurice Weeks, President
Present	Mr. John Comegno, Esq., Solicitor
Present	Mr. Michael Volpe, Superintendent
Present	Mr. James M. Heiser, Business Administrator/Board Secretary
Present	Dr. Karen Benton, Director of Curriculum, Instruction and Innovation
Present	Dr. David Tate, Director of Special Education
Present	Ms. Carole Butler, Director of Human Resources, Inclusion and Diversity
Present	Mr. Jeffrey Arey, Director of Educational Technology and Innovation

V. Executive Session – 5:45 p.m.

BE IT RESOLVED by the Board of Education of Moorestown Township, that it is necessary to meet in executive session to discuss certain items involving:

- Confidential Personnel
- Confidential Student Matters
- Confidential Legal Matters

Moved by: Dr. Snyder Second: Ms. Romano Vote: Unanimous

VI. Return to Public – 6:56 p.m.

Moved by: Ms. Romano Second: Dr. Snyder Vote: Unanimous

VII. Routine Matters

A. Minutes

Approval of minutes for the following meetings attached as Exhibit #22-195:

January 4, 2022 Reorganization
January 18, 2022 Executive Session

January 18, 2022 Regular Meeting

Moved by: Ms. Romano

Second: Dr. Alberti

Vote: 7 – 0, Abstain – 1

Abstention: Mr. Villanueva

B. Communications

- Ms. Romano reported on various upcoming BCSBA events.

C. President's Remarks

- Mr. Weeks updated the Board and community on the Governor's change in masking mandates, a change in how public comments can be submitted prior to board meetings, and the recent resignation of board member Jack Fairchild.

D. Student Board Representatives

- Claire Hurren, Senior Class Liaison, updated the Board on senior class trip plans and mock trial results.
- Lucas Megill Junior Class Liaison, updated the Board on the annual musical development and prom development.
- Jack Brittain, Sophomore Class Liaison, updated the Board on winter and spring service projects.
- Advait Wattal, Freshman Class Liaison, updated the Board on midterms and winter and spring service projects.

E. Educational Highlights –Superintendent's Monthly Report

- General Updates – Mr. Volpe updated the Board and the community on recent developments in the District such as the Governor's announcement of lifting the mask mandate, scheduling changes at the High School for upcoming testing, and various District level events.
- BOE Ethics Training – John Comegno, Solicitor
Mr. Comegno provided Ethics Training to the Board.
- Budget Update
Mr. Heiser updated the Board on the 2022-2023 budget development process. After compilation of all department and school level budgets, the district budget was \$7,600,000 over cap. As of today, the budget is now \$5,400,000 over cap with reductions in capital outlay, new personnel requests, lease purchase reductions, and department and school level reductions. Building departments and schools have been directed to continue evaluating their budgets and making cuts to their requests. Key dates moving forward were reviewed.

F. Board Committee Reports – Questions and Comments

- a. **Communications** – Dr. Alberti reported on a recent Communications Committee meeting. Topics included the Communications Consortium, an upcoming survey, and COVID dashboard modifications.

- b. **Policy** – Dr. Snyder reported on a recent Policy Committee meeting. Topics included Policy 1648, Policy 5511, Policy 5530, Policy 9180, Policy 9181 and Policy 0152.
- c. **Finance & Operations** – Mr. Villanueva reported on a recent Finance and Operations Committee meeting. Topics included the 2020-2021 audit exit conference, the 2021-2022 district calendar updates, 2022-2023 District Calendar development updates, the Governor’s direction on the recent lifting of the mask mandate, cleaning updates, and the 2022-2023 budget update.
- d. **Curriculum** – Ms. Romano reported on a recent Curriculum Committee meeting. Topics included the 2022-2023 Program of Studies, new course offerings, shifting away from Project Lead the Way, and reviewed tuition increases for Pre-K, Kindergarten, Creative Minds, and Summer Enrichment.

G. Public Comment

1. Open Public Comment

MOTION:

A motion is requested to open the floor for public comment.

Moved by: Dr. Snyder Second: Ms. Romano Vote: Unanimous

2. Public Comment on Agenda Items

- a. Maria Lanao read a prepared statement from Ms. Fresia Hernandez regarding the janitorial contract.
- b. Bill Blanche of 325 Springhouse Lane, expressed his opinions on COVID and ESSER requirements.
- c. Rachel Licausi of 405 Park Lane thanked Mr. Volpe for the mask optional announcement. Ms. Licausi expressed concerns around differences in how the lunch program is being operated at each building and water fountain availability.

3. Close Public Comment

MOTION:

A motion is requested to close the floor for public comment.

Moved by: Dr. Snyder Second: Dr. Alberti Vote: Unanimous

VIII. Reports to the Board

A. Business Administrator/Board Secretary

- 1. **Financial Reports of the Board Secy.** – December, 2021 – Exhibit #22-196
- 2. **Treasurer’s Report** – September, October, November, December 2021 – Exhibit #22-197
- 3. **Cafeteria Report** – January, 2022 – Exhibit #22-198

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 months of December, 2021 attached as Exhibit #22-199.

5. Approval of Bills

I recommend approval of the bills, in the amount of \$9,228,268.12 attached as Exhibit #22-200.

Approval of Items 1 – 5:

Moved by: Ms. Romano

Second: Dr. Alberti

Vote: 7 – 0, Abstain – 1

Abstention: Ms. Makopoulos

IX. Recommendations of the Superintendent

A. 2021 – 2022 Revised School Calendar

The 2021-2022 School Calendar was revised to reflect March 18, 2022 School in Session for staff and students due to the January snow emergency day. The 2021-2022 revised School Calendar is submitted for Board approval.

MOTION:

I recommend that the Board approve the revised 2021-2022 School Calendar attached as Exhibit #22-201.

Moved by: Dr. Snyder

Second: Ms. Romano

Vote: Unanimous

B. 2022 – 2023 School Calendar

The 2022 - 2023 School Calendar is submitted for Board approval.

MOTION:

I recommend that the Board approve the 2022-2023 School Calendar attached as Exhibit #22-202.

Moved by: Mrs. Arcaro Burns

Second: Dr. Snyder

Vote: Unanimous

C. Three-Year Start/End Dates for School Years

2022-2023 2023-2024 2024-2025

The Three-Year Start/End Dates for School Years **2022-2023, 2023-2024, 2024-2025** are submitted for Board approval.

SCHOOL YEAR	START	END
2022-2023 Labor Day: September 5	Staff: September 1 Students: September 7	June 22
2023-2024 Labor Day: September 4	Staff: September 5 Students: September 7	June 20
2024-2025 Labor Day: September 2	Staff: September 3 Students: September 4	June 19 Students June 20 Staff

MOTION:

I recommend the Board approve the Three-Year Start/End Dates for School Years 2022-2023, 2023-2024, 2024-2025.

Moved by: Dr. Alberti Second: Ms. Romano Vote: Unanimous

D. 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 0151 Organization Meeting
- Policy 2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment **(M)**
- Policy 2451 Adult High School
- Regulation 2460.30 Additional/Compensatory Special Education and Related Services **(M)**
- Policy 2622 Student Assessment **(M)**
- Regulation 2622 Student Assessment **(M)**
- Policy 9560 Administration of School Surveys **(M)**

MOTION:

I recommend that the Board enter on first reading the Policies and Regulations listed above as Exhibit #22-203.

2. Second Reading

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

- Policy 6115.01 Federal Awards/Funds Internal Controls-Allowability of Costs **(M)**

- Policy 6115.02 Federal Awards/Funds Internal Controls-Mandatory Disclosures **(M)**
- Policy 6115.03 Federal Awards/Funds Internal Controls-Conflict of Interests **(M)**
- Policy 6311 Contracts for Goods or Services Funded by Federal Grants **(M)**
- Policy 8600 Student Transportation **(M)**

MOTION:

I recommend that the Board enter and adopt on second reading the Policies and listed above as Exhibit #22-204.

Approval of Items 1 – 2:

Moved by: Dr. Snyder Second: Ms. Romano Vote: Unanimous

E. Educational Program

1. Burlington County Alternative School Placement for 2021-2022

The student listed is recommended for placement in the program at Burlington County Alternative School for the 2021-2022 school year.

MOTION:

I recommend that the Board approve the student on Exhibit #22-205 for the 2021-2022 school year at Burlington County Alternative School at the prevailing tuition rate not to exceed state maximum rate with transportation provided.

2. Home Instruction 2021-2022

Approval is requested for Home Instruction for students during the 2021-2022 school year.

MOTION:

I recommend that the Board approve the Home Instruction students listed on Exhibit #22-206 for the 2021-2022 school year.

3. Special Education Out-of-District Placement 2021-2022

The following Moorestown student with special needs is recommended for placement in the appropriate out-of-district program and school as mandated in the Individualized Education Program (IEP).

MOTION:

I recommend that the Board approve the student with special needs at the placements listed on Exhibit #22-207 for the 2021-22 school year at the location indicated at the approved tuition rates with transportation provided.

Approval of Items 1 – 3:

Moved by: Dr. Alberti Second: Mr. Villanueva Vote: Unanimous

F. Finance and Business

1. 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 #22-208.

2. 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 #22-209.

3. Donations

MOTION:

I recommend the Board accept the following donation:

- 1,000 child-sized masks and several canisters of sanitizing wipes from an anonymous donor to be used at the Upper Elementary School

4. 2020-2021 Financial Audit

Copies of the annual financial audit for the period ended June 30, 2021 are enclosed. A synopsis of the Audit Report is attached as Exhibit #22-210 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 Michael Holt and David Gorski of Holt, McNally & Associates, the District auditors.

MOTION:

WHEREAS, the 2020-2021 financial audit of the Moorestown Township Board of Education for the fiscal year ended June 30, 2021 as prepared by Michael Holt of Holt, McNally & Associates 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 2020-2021 Financial Audit be hereby accepted and approve the corresponding Corrective Action Plan and Certificate of Implementation.

5. Resolution for Participation in Joint Services Agreement

MOTION:

I recommend that the Board approve a resolution authorizing Moorestown Township Board of Education to enter into a Joint Services Agreement with Central Jersey Program for Recruitment of Diverse Educators ("CJ PRIDE"), attached as Exhibit #22-211.

6. Transportation (for Brookfield student)

MOTION:

I recommend that the Board approve a resolution authorizing a contract with South Jersey Transportation to transport one student (#5001019) to Brookfield Academy – AM only, effective 1/18/22 to 2/4/22 for \$175.00 per diem for a total of \$2,450.

7. Approval of Codicil to the MEA/Board of Education Agreement

MOTION:

I recommend that the Board approve the codicil to the MEA/Board of Education Agreement July 1, 2019 – June 30, 2022, as per the attached Exhibit #22-212.

Approval of Items 1 – 6:

Moved by: Dr. Snyder

Second: Dr. Alberti

Vote: 8 – 0

Approval of Item 7:

Moved by: Dr. Snyder

Second: Dr. Alberti

Vote: 7 – 0, Abstain – 1
Abstention: Mr. Villanueva

G. Employee Relations

- 1. Appointments** - Exhibit #22-213
- 2. Retirement** - Exhibit #22-214
- 3. Resignation** - Exhibit #22-215
- 4. Change in Position and Hours** - Exhibit #22-216
- 5. Additional Class Coverage** - Exhibit #22-217
- 6. Leaves of Absence** - Exhibit #22-218
- 7. Extension of Contract** - Exhibit #22-219
- 8. Movement on Salary Guide** - Exhibit #22-220
- 9. Substitutes** - Exhibit #22-221
- 10. ESEA Title I Tutors** - Exhibit #22-222
- 11. Athletics/CoCurricular/Clubs** - Exhibit #22-223

Approval of Items 1 – 11:

Moved by: Dr. Alberti

Second: Ms. Romano

Roll Call Vote: Unanimous

X. Suspensions

A. Suspensions – Exhibit #22-224

B. Superintendent's HIB Report

MOTION:

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

- Substantiated
 - HS - #4

Moved by: Dr. Snyder

Second: Dr. Alberti

Vote: 7 – 0, Abstain – 1

Abstention: Mr. Villanueva

XI. Informational Only

A. Enrollment Information – January 4, 2022

School	2020-2021	2021-2022
High School	1289	1284
Middle School	627	607
Upper Elementary School	851	864
Elementary School	<u>1045</u>	<u>1094</u>
Total	3810	3849

B. Old Business

C. New Business

1. Board Member Resignation

After 4 years and 1 month of service to the Moorestown Township Board of Education, the Board accepts, with regret, the resignation of Board member Jack Fairchild, effective February 13, 2022.

MOTION:

I recommend the Board accept the resignations of the following Board members:

- Jack Fairchild, effective February 13, 2022

Moved by: Dr. Alberti

Second: Dr. Snyder

Vote: Unanimous

Ms. Fallows Macaluso expressed her concerns around the UES COVID procedures especially as they pertain to lunch.

Mr. Volpe clarified that federal funds received were used for mitigation efforts related to COVID. For example, extra basic skills teachers were hired to address learning loss due to COVID. There is no quid pro quo that if we continue to mask kids we would receive money for that. It did not happen. The reason we continue to mask children is because of the Governor's executive order, which I did announce that effective March 7th we will be mask optional.

D. Public Comment

1. Open Public Comment

MOTION:

A motion is requested to open the floor for public comment.

Moved by: Dr. Snyder Second: Dr. Alberti Vote: Unanimous

2. Public Comment

- a. Claudine Leone of 425 Oldershaw Avenue thanked the Board for the information and communications shared with the community.

3. Close Public Comment

MOTION:

A motion is requested to close the floor for public comment.

Moved by: Dr. Snyder Second: Mrs. Arcaro Burns Vote: Unanimous

XII. Adjournment – 9:23 p.m.

Moved by: Dr. Snyder Second: Ms. Romano Vote: Unanimous

Respectfully submitted,

James M. Heiser, CPA
Board Secretary