

**The Board of Education of Moorestown Township
Moorestown, New Jersey
MINUTES
William Allen Middle School
March 22, 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 March 2, 2022
- B. Notice filed with the Burlington County Times on March 2, 2022

II. Moment of Silence

III. Pledge of Allegiance

IV. Roll Call

Absent	Dr. Sandra Alberti
Present	Mrs. Melissa Arcaro Burns
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

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: Ms. Romano Second: Mrs. Arcaro Burns Vote: Unanimous

VI. Return to Public

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

VII. Routine Matters

A. Minutes

Approval of minutes for the following meetings attached as Exhibit #22-225, as amended:

February 15, 2022 Executive Session

February 15, 2022 Regular Meeting

Moved by: Ms. Romano

Second: Mrs. Arcaro Burns

Vote: Unanimous

B. Communications

C. President's Remarks

D. Educational Highlights –Superintendent's Monthly Report

- General Updates – Mr. Volpe provided updates to the Board and community.
- Budget Update – Mr. Heiser provided a 2022-2023 budget presentation.

E. Student Board Representatives

- Claire Hurren, Senior Class Liaison, updated the Board on senior trip plans and the senior class service project which is a book drive for Book Smiles in Cherry Hill.
- Peyton Emmel, Junior Class Liaison, updated the Board on the junior class service project which was a prom dress drive and the upcoming prom fashion show.
- Bhavika Verma, Sophomore Class Liaison, updated the Board on the sophomore class service project that included collecting items to be donated to a dog rescue organization.
- Advait Wattal, Freshman Class Liaison, updated the Board on a pep rally event scheduled for May, and the student council end of year activity which will be bowling.

F. Board Committee Reports – Questions and Comments

- a. Curriculum** – Ms. Romano reported on two recent curriculum committee meetings. Topics included adoption of K-5 ELA curriculum, review of COVID protocols, WAMS program of studies, the Care Solace program, the curriculum adoption process, and continued implementation of the district's Equity, Diversion and Inclusion plans.
- b. Policy** – Dr. Snyder reported on the March 8th policy committee meeting. Topics included were review of COVID 19 protocols and how Policy 1648 would be impacted, as well as policies that are not included on the agenda while being reviewed including Policy 5530, Policy 2431, Policy 7540, and Policy 3233. Policies included on the agenda for approval were also discussed. Mr. Villanueva commented on COVID-related policies and district policies related to political activities on school grounds.
- c. Finance & Operations** – Mr. Villanueva reported on the March 14th Finance & Operations committee meeting. Topics included review of COVID-19 protocols, the 2022-23 budget, custodial and food service issues, school meal prices, cyber liability, the sale of unused buses, Care Solace, and recreation center facility rental.
- d. MoorArts** – Mrs. Makopoulos shared that the MoorArts scholarships are open for seniors on their website.

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 - none

3. Close Public Comment

MOTION:

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

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

VIII. Reports to the Board

A. Business Administrator/Board Secretary

- 1. Financial Reports of the Board Secy.** – January, 2022 – Exhibit #22-226
- 2. Treasurer's Report** – January, 2022 – Exhibit #22-227
- 3. Cafeteria Report** – February, 2022 – Exhibit #22-228

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 January, 2022 attached as Exhibit #22-229.

5. Approval of Bills

I recommend approval of the bills, in the amount of \$9,976,886.69 attached as Exhibit #22-230.

Approval of Items 1 – 5:

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

IX. Recommendations of the Superintendent

A. 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 5541 Anti-Hazing
- Policy 8465 Bias Crimes and Bias Related Acts
- Regulation 8465 Bias Crimes and Bias Related Acts
- Policy 9180 School Volunteers

MOTION:

I recommend that the Board enter on first reading the Policies and Regulations listed above as Exhibit #22-231.

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 0151 Organization Meeting
- Policy 2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment **(M)**
- Policy 2451 Adult/Community Education **(M)**
- 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 and adopt on second reading the Policies and listed above as Exhibit #22-232.

Approval of Items 1 – 2:

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

B. 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 #22-233 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 student listed on Exhibit #22-234 for the 2021-2022 school year.

3. Homeless Placements 2021-2022

The following homeless placement is recommended for approval.

MOTION:

I recommend that the Board approve the homeless student placement listed on Exhibit #22-235 for the 2021-2022 school year at the location indicated and at the approved district tuition rates, where applicable.

4. Special Education In-District Placements 2021-2022

The following student with special needs has been recommended for placement in a Moorestown Township Special Education Program. The sending district will bear the cost for tuition, 1:1 aide and provide transportation.

MOTION:

I recommend that the Board approve the student with special needs listed on Exhibit #22-236 for placement in a Moorestown Township Special Education Program for the 2021-2022 school year at the appropriate rate of tuition with transportation provided by the sending districts. The sending district will bear the cost for a 1:1 aide.

Approval of Items 1 – 4:

Moved by: Mrs. Arcaro Burns Second: Ms. Romano Vote: Unanimous

C. Finance and Business

1. Travel and Related Expense Reimbursement – 2022-2023

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 \$177,345 for all staff and board members.

2. Adoption of the Tentative Budget

MOTION:

BE IT RESOLVED that the tentative budget be approved for the 2022-2023 School Year using the 2022-2023 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
2022-23 Total Expenditures	80,714,552	1,815,969	4,927,513	87,458,034
Less: Anticipated Revenues	11,941,875	1,815,969	415,847	14,173,691
Taxes to be Raised	68,772,677	0	4,511,666	73,284,343

BE IT FURTHER RESOLVED, that the Moorestown Township Board of Education includes in the budget the use of banked cap in the amount of \$194,796. The purpose of the banked cap is to continue to provide resources to our schools as they meet the needs of our pupils in the areas of programming and technology. The use of this banked cap cannot be deferred or incrementally completed over time.

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 virtually, on April 26, 2022 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2022-2023 School Year.

Approval of Items 1 – 2:

Moved by: Dr. Snyder

Second: Ms. Romano

Vote: Unanimous

3. 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 #22-237.

4. 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 #22-238.

5. Donations

MOTION:

I recommend the Board accept the following donation:

- \$1,000 from Brian Kelly to be used by the MHS Boys' Golf Team

6. Overnight Student Trip

MOTION:

I recommend that the Board approve the overnight trips listed below and detailed in the attached Exhibit #22-239.

Robotics Team to Lehigh University Lehigh, PA 4/8/22 – 4/10/22

7. Middle School and High School Athletic Schedules – Spring 2022

MOTION:

I recommend the Board approve the Middle School and High School Spring 2022 athletic schedules as listed in Exhibit #22-240.

8. English Language Learner Three-Year Plan Approval

MOTION:

WHEREAS N.J.A.C. 6A:15-1.7 entitled “Supportive services for English Language Learners” provides that:

(a) Students enrolled in bilingual, ESL, and English language services programs shall have full access to educational services available to other students in the school district.

(b) To the extent that is administratively feasible, supportive services to ELLs, such as counseling, tutoring, and career guidance, should be provided by bilingual personnel who are familiar with and knowledgeable of the unique needs and background of the ELLs and their parents.

I recommend that the Board approve the NJDOE English Language Learner (ELL) Three-Year Plan attached as Exhibit #22-241. In conjunction with this plan, the English Language Learner Parent Advisory Committee will meet on the following dates and times:

- March 1, 2022 (6:15 p.m. – 7:15 p.m.)
- April 28, 2022 (6:15 p.m. – 7:15 p.m.)
- June, 2022 (TBD)

9. 2022 ESEA Consolidated Grant Amendment #2 Application

The Moorestown Township Public Schools' ESEA Consolidated Grant Amendment Application #2 for 2022 requires Board of Education approval. This amendment is required in order to allocate \$42,003 of unspent carry-over funds.

<u>Title</u>	<u>Carryover Amounts</u>			<u>Revised Grant Amounts</u>		
	<u>Public</u>	<u>Nonpublic</u>	<u>Total</u>	<u>Public</u>	<u>Nonpublic</u>	<u>Total</u>
Title I	\$0	\$0	\$0	\$102,679	\$0	\$102,679
Title IIA	\$28,706	\$2,327	\$31,033	\$129,254	\$10,480	\$139,734
Title III	\$0	\$0	\$0	\$15,562	\$0	\$15,562
Title IV	\$10,147	\$823	\$10,970	\$28,647	\$2,323	\$30,970
Total	\$38,853	\$3,150	\$42,003	\$276,142	\$12,803	\$288,945

MOTION:

I recommend that the Board hereby authorize the submission of the ESEA Consolidated Grant Amendment #2 application for Fiscal Year 2022, and accepts the grant award of these funds upon the subsequent approval of the FY 2022 ESEA amendment application.

10. Burlington County Educational Services Unit Professional Services 2022-23

The Burlington County Educational Services Unit provides districts with a variety of professional services on an "as requested" basis.

MOTION:

I recommend that the Board approve the Burlington County Educational Services Unit Agreement for Professional Services for 2022-23 attached as Exhibit #22-242.

11. Non-Resident Tuition Students 2022-2023

A resolution is requested approving acceptance of non-resident tuition students for the 2022-2023 school year.

MOTION:

I recommend that the Board approve the 2022-2023 non-resident tuition student as listed in Exhibit #22-243.

12. Sale of Surplus Property

MOTION:

WHEREAS, the Moorestown Township Board of Education ("Board") is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, the Board is desirous of selling said surplus property in an "as is" condition without express or implied warranties.

NOW THEREFORE, be it RESOLVED by the Moorestown Township Board of Education in Moorestown Township, NJ, County of Burlington, as follows:

- a. The sale of the surplus property shall be conducted through Municibid pursuant to State Contract 19DPPOO272/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with Municibid is available online at municibid.com and also available from the Board.
- b. The sale will be conducted online and the address of the auction site is municibid.com.
- c. The sale is being conducted pursuant to Local Finance Notice 2008-21R
- d. A list of the surplus property to be sold as discussed in committee
- e. The surplus property as identified shall be sold in an “as is” condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- f. The Board reserves the right to accept or reject any bid submitted.
- g. If the Board is unsuccessful in selling the surplus property the items will be disposed of.

13. Care Solace Agreement

MOTION:

I recommend that the Board approve the agreement with Care Solace, attached as Exhibit #22-244, to provide mental health services, pending attorney review.

14. Catapult Learning Nursing Services 2021-2022

MOTION:

I recommend that the Board approve the agreement with Catapult Learning, attached as Exhibit #22-245, for non-public Chapter 226 (Nursing) services for 2021-22, pending attorney review.

15. 2020 School Security Grant – Securing Our Children’s Future Bond Act

The Moorestown Township Public Schools’ School Security Grant application for 2020 requires Board of Education acceptance. This grant includes the following programs:

<u>Title</u>	<u>Allocation</u>
School Security Grant- Securing Our Children’s Future Bond Act	\$233,908

MOTION:

I recommend that the Board hereby accept the NJDOE approval of the School Security application for Fiscal Year 2020, and accept the grant award of these funds upon the subsequent approval of the FY 2020 School Security Grant application.

16. Food Service Management Contract

MOTION:

A resolution is requested renewing the food service management contract for Nutri-Serve Food Management Inc. at the per meal fee of \$.2444 per student meal, for the 2022-23 school year with a breakeven guarantee as per the attached Exhibit #22-246.

17. School Lunch Prices

MOTION:

Section 205 of the Healthy, Hunger-Free Kids Act of 2010 includes a provision that requires Local Education Agencies (LEAs) participating in the National School Lunch Program (NSLP) to ensure that schools are not offsetting the cost of full price paid meals with the free or reduced price federal meal reimbursement received. This provision was effective July 1, 2011 and requires LEAs to compare the average price charged for full priced lunches to the difference between the Federal reimbursement provided for free lunches and the Federal reimbursement for paid lunches.

	2022-23 Price
Elementary Schools	2.65
Upper Elementary School	2.95
Middle School	2.95
High School	2.95
Premium Lunch (WAMS and MHS only)	3.25
Breakfast program (Roberts Elementary School only):	
Student	1.30
Adult	2.25
Kindergarten Milk/Juice	.50
Adult Lunches	4.25

I recommend the Board approve maintaining the school lunch prices as listed above.

18. SEMI Corrective Action Plan

MOTION:

Special Education Medicaid Initiative (SEMI) allows for recovery of a portion of costs for Medicaid-covered services provided to Medicaid-eligible, Special Education students.

NJDOE Accountability Regulations, N.J.A.C. 6A:23A-5.3, require every school district take appropriate steps to maximize participation in the SEMI program by following the policies and procedures and to comply with program requirements including:

- Include 90% of annual revenue projection in district's budget
- By the end of each fiscal year, district must achieve:
 - 100% budgeted fee-for-service revenue
 - 90% parental consent response documented

Since Moorestown did not achieve the annual revenue projected by the State in the 2021-22 school year, it is necessary to implement a Corrective Action Plan as attached.

Be it resolved that the Corrective Action Plan attached as Exhibit #22-247 be approved.

Approval of Items 1 – 18:

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

D. Employee Relations

1. **Appointments** - Exhibit #22-248
2. **Retirement** - Exhibit #22-249

3. **Resignation** - Exhibit #22-250
4. **Change in Position, Hours and Start Date** - Exhibit #22-251
5. **Leaves of Absence** - Exhibit #22-252
6. **Extension of Contract** - Exhibit #22-253
7. **Movement on Salary Guide** - Exhibit #22-254
8. **Substitutes** - Exhibit #22-255
9. **Title III Tutors** - Exhibit #22-256
10. **Athletics/CoCurricular/Clubs** - Exhibit #22-257
11. **Curriculum** - Exhibit #22-258

Approval of Items 1 – 11:

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

X. Suspensions

A. Suspensions – Exhibit #22-259

B. Superintendent's HIB Report

MOTION:

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

- Substantiated
 - Roberts - #1
- Unsubstantiated
 - HS - #5, #6
 - UES - #9, #10

Moved by: Mrs. Arcaro Burns Second: Ms. Romano Vote: Unanimous

XI. Informational Only

A. Enrollment Information – March 1, 2022

School	2020-2021	2021-2022
High School	1286	1286
Middle School	624	610
Upper Elementary School	850	866
Elementary School	1044	1095
Total	3804	3857

B. Old Business

C. New Business

- a. Mrs. Fallows Macaluso asked for an update on COVID lunch protocols at UES. Mr. Volpe provided an update.
- b. Ms. Arcaro Burns talked about Roberts Elementary School lunches and their process with donating food.

D. Public Comment

1. Open Public Comment

MOTION:

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

Moved by: Mrs. Arcaro Burns Second: Ms. Romano Vote: Unanimous

2. Public Comment

- a. Lisa Trapani, President of MEA, commented on the program that started at the Roberts Elementary School.
- b. Billie Danielle Thomas of 539 N. Church Street thanked Mr. Volpe and Mr. Heiser for the information that was shared with the community. Ms. Thomas stated that she applauds the Board in their work with the budget.
- c. Dan Miller of 301 Springhouse Lane commented that schools still have masking signs hanging up and they should be taken down.

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

Moved by: Ms. Romano Second: Mrs. Arcaro Burns Vote: Unanimous

Respectfully submitted,

James M. Heiser, CPA
Board Secretary