

**The Board of Education of Moorestown Township  
Moorestown, New Jersey  
Public Agenda  
Video Conference  
November 17, 2020 – 7:00 p.m.**

**I. Call to Order**

In accordance with the State's Sunshine Law, adequate notice of this meeting was provided by sending a notice of the time, date, location, instructions for remote access and making public comment and, to the extent known, the agenda of this meeting on July 1, 2020, and on November 11, 2020, to the Courier Post, and Burlington County Times. Copies of this notice also have been placed in the Board Office and in each of the district schools on November 9, 2020, posted on the District website on November 13, 2020, and sent to the Township Clerk on June 19, 2020, and on November 9, 2020.

**II. Moment of Silence**

**III. Pledge of Allegiance**

**IV. Roll Call**

Mr. Jack Fairchild  
Mrs. Dria Law  
Mrs. Katherine Mullin  
Ms. Lauren Romano  
Dr. Mark Snyder  
Mr. Mark Villanueva  
Mr. David A. Weinstein

Mrs. Caryn Shaw, Vice President  
Dr. Sandra Alberti, President

Mr. John Comegno, Esq., Solicitor  
Dr. Scott McCartney, Superintendent  
Mr. James M. Heiser, Business Administrator/Board Secretary  
Ms. Carole Butler, Director of Curriculum and Instruction  
Dr. David Tate, Director of Special Education  
Dr. Carolyn Gibson, Interim 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 #21-91:

October 20, 2020 Executive Session  
October 20, 2020 Regular Meeting

October 27, 2020 Special Meeting

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**B. Communications**

**C. Educational Highlights –Superintendent’s Monthly Report**

**1. General Updates**

- Retirement Recognition
  - Mindy Goldberg
  - Steven Allen
  - Lisa Walko
- QSAC Overview
- COVID-19 Update
- HIB Presentation

**D. Student Board Representatives**

- Cara Petrycki
- Claire Hurren
- Logan Procopio
- Bhavika Verma
- Jack Brittain

**E. Board Committee Reports – Questions and Comments**

**F. Public Comment**

**1. Open Public Comment**

MOTION:

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

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**2. Public Comment on Agenda Items**

**3. Close Public Comment**

MOTION:

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

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**VI. Reports to the Board**

**A. Business Administrator/Board Secretary**

1. **Financial Reports of the Board Secy.** – September, 2020 – Exhibit #21-92
2. **Treasurer’s Report** – July, 2020 – Exhibit #21-93
3. **Cafeteria Report** – September, 2020 - Exhibit #21-94

**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 September, 2020 attached as Exhibit #21-95.

**5. Approval of Bills**

I recommend approval of the bills, in the amount of \$4,279,620.53 attached as Exhibit #21-96.

**Approval of Items 1 – 5:**

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**VII. 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 be entered on first reading:

- Policy 1620 Administrative Employment Contracts
- Policy 2431 Athletic Competition
- Regulation 2431.1 Emergency Procedures for Sports and Other Athletic Activity
- Policy 5330.05 Seizure Action Plan
- Regulation 5330.05 Seizure Action Plan
- Policy 6440 Cooperative Purchasing
- Policy 7440 School District Security
- Regulation 7440 School District Security
- Policy 7450 Property Inventory
- Policy 8420 Emergency and Crisis Situations
- Policy 1648 Restart and Recovery Plan Appendices

**MOTION:**

I recommend that the Board enter on first reading the Policies listed above as Exhibit #21-97.

**2. Second Reading**

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

- Policy 2464                      Gifted and Talented Students (M)
- Policy 5200                      Attendance (M)
- Regulation 5200                Attendance (M)
- Policy 5330.04                 Administering an Opioid Antidote (M)
- Regulation 5330.04          Administering an Opioid Antidote (M)
- Policy 5610                      Suspension (M)
- Regulation 5610                Suspension (M)
- Policy 5620                      Expulsion (M)
- Policy 5320                      Immunization (M)
- Regulation 5320                Immunization (M)
- Policy 8320                      Personnel Records (M)
- Regulation 8320                Personnel Records (M)

MOTION:

I recommend that the Board enter and adopt on second reading the Policies and Regulation listed above as Exhibit #21-98.

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**B. Educational Program**

**1. Special Education Out-of-District Placements 2020-21**

The following Moorestown student with special needs is 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 student with special needs at the placement listed on Exhibit #21-99 for the 2020-21 school year at the locations indicated at the approved tuition rates with transportation provided.

**2. Home Instruction 2020-2021**

Approval is requested for Home Instruction for students during the 2020-2021 school year.

MOTION:

I recommend that the Board approve the Home Instruction students listed on Exhibit #21-100 for the 2020-2021 school year.

**3. Burlington County Alternative School Placement for 2020-2021**

The student listed is recommended for placement in the program at Burlington County Alternative School.

MOTION:

I recommend that the Board approve the student on Exhibit #21-101 for the 2020-2021 school year at Burlington County Alternative School at the prevailing tuition rate not to exceed state maximum rate with transportation provided.

**Approval of Items 1 – 3:**

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**C. 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 #21-102.

**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 #21-103.

**3. Donations**

MOTION:

I recommend the Board accept the following donations:

- \$60 from AbbVie Employee Engagement Fund to be used at South Valley Elementary School
- Gretsch Canadian Maple Drum Set from Eric Jacobs, estimated value \$1,500, to be used at the HS
- \$9,187.50 from Moorestown Home & School Association for concrete patio installation at WAMS

**4. 2020-21 Special Olympics Play Unified Grant Application**

MOTION:

I recommend the Board accept the award of the Special Olympics Play Unified grant for the 2020-21 school year in the amount of \$21,000, as per the attached Exhibit #21-104.

**5. Joint Transportation Agreement**

Approval of the following Joint Transportation Agreement will allow Moorestown to participation in transportation services coordinated with Cherry Hill for one (1) student with special needs.

MOTION:

I recommend the Board approve a Cherry Hill Board of Education Joint Transportation Agreement for 9/1/20 to 6/30/21 in the amount of \$99.83 per diem for 182 days, totaling \$18,169.06.

**6. Annual 2020-2021 Nursing Plan**

MOTION:

I recommend that the Board approve the 2020-2021 Nursing Services Plan attached as Exhibit #21-105.

**7. Bus Emergency Evacuation Drills**

In the past we have conducted two bus emergency evacuation drills at each school each year. The State requires formal Board acknowledgement.

MOTION:

I recommend that the Board acknowledge that school bus emergency evacuation drills were conducted to date for the 2020-21 school year for South Valley, Baker, Roberts, High School, Middle School and Upper Elementary School in accordance with N.J.A.C.6A:27-11.2 attached as Exhibit #21-106.

**8. Security Procurements for Moorestown Friends School**

MOTION:

WHEREAS, N.J.S.A. 18A:58-37.9 et. seq. provides for a board of education of a school district in which a nonpublic school is located to provide security services, equipment and/or technology to the nonpublic school, within the support limits provided by the Commissioner of Education; and

WHEREAS, the Moorestown Township School District Board of Education (“Moorestown”) is tasked with procuring such security services, equipment and/or technology on behalf of Moorestown Friends School (“MFS”); and

WHEREAS, MFS is in need of upgrades to its existing Fire Alarm System, (the “Project”), which involve both hardware and software upgrades to the existing system; and

WHEREAS, the necessary upgrades require proprietary computer hardware and software to integrate with the existing system; and

WHEREAS, N.J.S.A. 18A:18A-5(a)(19) provides that the provision or performance of goods or services for the support or maintenance of proprietary computer hardware and software are exempt from the bidding requirements under the Public School Contracts Law N.J.S.A. 18A:18A-1 et .seq (the “Contracts Law”); and

WHEREAS, the proprietary computer software and hardware are necessary for the conduct of MFS' affairs, and the use of goods or services other than the proprietary hardware and software will undermine the functionality of the existing Fire Alarm System; and

WHEREAS, Siemens Building Technologies, Inc., is the exclusive provider of the necessary computer hardware and software.

NOW, BE IT RESOLVED by Moorestown as follows:

Section 1. That the of provision of goods or services for the support or maintenance of the proprietary computer hardware and software for MFS's Fire Alarm System is a necessary and appropriate use of the funds allotted to Moorestown to meet its obligations under N.J.S.A. 18A:58-37.9 et. seq.

Section 2. That Moorestown hereby authorizes the School Business Administrator/Board Secretary to execute a contract with Siemens Building Technologies for the necessary upgrades to the MFS Fire Alarm System pursuant to N.J.S.A. 18A:18A-5(a)(19) in the amount of \$35,300.

This resolution will take effect immediately on this 17<sup>th</sup> of November, 2020.

**9. Teacher Evaluation System Annual Adoption**

MOTION:

**Whereas**, The Teacher Effectiveness and Accountability for the Children of New Jersey Act requires all New Jersey Public School districts to adopt educator evaluation rubrics that include state-approved teacher and principal practice evaluation instruments; and

**Whereas**, the superintendent recommends that the Moorestown Township Public Schools Teacher Evaluation Model be adopted by the Moorestown Township Public Schools;

**Therefore**, The Board of Education adopts the Moorestown Township Public Schools Teacher Evaluation Model for the 2020-2021 school year.

**10. Principal Evaluation System Annual Adoption**

MOTION:

**Whereas**, The Teacher Effectiveness and Accountability for the Children of New Jersey Act requires all New Jersey Public School districts to adopt educator evaluation rubrics that include state-approved teacher and principal practice evaluation instruments; and

**Whereas**, the superintendent recommends that the Mid-Continent Research for Education and Learning (McREL) Balanced Leadership Principal Evaluation Model be adopted by the Moorestown Township Public Schools;

**Therefore**, The Board of Education adopts the Mid-Continent Research for Education and Learning (McREL) Balanced Leadership Principal Evaluation Model for the 2020-2021 school year.

**Approval of Items 1 – 10:**

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**D. 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 2020-2021 school year.

**1. Appointments**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

- a. Jill Ludwig, as an Art Teacher at the High School. Ms. Ludwig has a MA from University of the Arts. She has been placed on Column MA+15, Step 3 of the Teacher Salary Guide at a salary of \$55,886.00 prorated, effective on October 19, 2020 through June 30, 2021.
- b. Eliz Uricoechea, as a School Nurse at the High School. Ms. Uricoechea has a BSN from LaSalle University. She has been placed on Column BA+15, Step 8 of the Teacher Salary Guide at a salary of \$64,743.00 prorated, effective on from January 4, 2021 to December 1, 2020 through June 30, 2021.

**Support Staff**

- a. Sharee Dewar, as a Child Caregiver for the Extended Day Care Program. Ms. Dewar's hourly rate is \$11.50 for 28 hours per week as directed, effective on or about December 1, 2020 through June 30, 2021.

**2. Leave of Absence and Extension to Leave of Absence**

**Administrative Staff**

- a. Susan Powell, Principal at the Upper Elementary School, a paid Medical Leave of Absence November 9, 2020 through December 22, 2020.

**Professional Staff**

- a. Karlene Cortright, a Preschool Special Education Teacher at the Mary Roberts Elementary School, requesting an extension to a paid Medical Leave of Absence from October 5, 2020 through November 20, 2020.
- b. Carlton Martin, a 5<sup>th</sup> Grade Teacher at the Upper Elementary School, requesting an extension to a paid Medical Leave of Absence from September 17, 2020 through November 29, 2020.
- c. Tracy Roberts, a Speech and Language Specialist at the Upper Elementary School, an Emergency Family Medical Leave of Absence November 17, 2020 through November 20, 2020 and November 30, 2020; paid Medical Leave of Absence November 17, 2020, November 23, 2020 through November 25, 2020 and December 1, 2020 through December 9, 2020; unpaid Family Medical Leave of Absence December 10, 2020 through January 22, 2021.



- d. Caisse Gore, a Language Arts Teacher at the Middle School, a paid Medical Leave of Absence November 9, 2020 through November 20, 2020.
- e. Lauren Tomaszewski, a Special Education Teacher at the Middle School, requesting an extension to an unpaid Family Medical Leave of Absence from September 1, 2020 through December 2, 2020.
- f. Katelynn Brotz, a Social Studies Teacher at the High School, requesting an adjustment to a paid Medical Leave of Absence September 1, 2020 through November 13, 2020; unpaid Family Medical Leave of Absence November 14, 2020 through February 22, 2021; unpaid Childrearing Leave of Absence February 23, 2021 through March 28, 2021.
- g. Patrick Mooney, a Social Studies Teacher at the High School, an Emergency Family Medical Leave of Absence October 26, 2020 through October 29, 2020.
- h. Melissa L. O'Donnell, a School Counselor, at the High School, a paid Medical Leave of Absence March 4, 2021 through April 30, 2021; unpaid Family Medical Leave of Absence May 1, 2021 through June 16, 2021.

### **Support Staff**

- a. Alice Francisco, a Paraprofessional at the George Baker Elementary School, an Emergency Family Medical Leave of Absence October 14, 2020 through October 27, 2020.
- b. Denise Parrillo, a Paraprofessional at the George Baker Elementary School, requesting an extension to a paid Medical Leave of Absence from September 1, 2020 through November 17, 2020.
- c. Renee Arciere, a Paraprofessional at the South Valley Elementary School, a paid Medical Leave of Absence January 4, 2021 through March 4, 2021; unpaid Family Medical Leave of Absence March 5, 2021 through June 7, 2021; unpaid Child Rearing Leave of Absence June 8, 2021 through June 30, 2021.
- d. Dorian Newby-Archie, a Paraprofessional at the South Valley Elementary School, a paid Medical Leave of Absence January 29, 2021 through March 17, 2021; unpaid Family Medical Leave of Absence March 18, 2021 through June 30, 2021.
- e. Lynne Nicgorski, a Paraprofessional at the Middle School; requesting an extension to a paid Medical Leave of Absence from October 19, 2020 through November 30, 2020.
- f. Jayne Hessian, a Paraprofessional at the High School, an Emergency Family Medical Leave of Absence November 23, 2020 through December 6, 2020.
- g. Angela Holt, a Bus Driver for the Transportation Department, requesting an adjustment to the Emergency Family Medical Leave of Absence using 2 weeks of Emergency Paid Sick Leave of Absence (Child Care) effective September 1, 2020 through November 9, 2020.

**3. Change of Assignment/FTE**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

- a. Theresa Montagna, a French Teacher at the High School, from .6 FTE (\$59,412.00) to .8 FTE (\$79,216.00) effective September 1, 2020 through June 30, 2021.

**Support Staff**

No actions recommended at this time.

**4. Retirements**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

No actions recommended at this time.

**Support Staff**

- a. Susan Hennessy, a Paraprofessional at the Upper Elementary School, after 25 years of service to the District, effective December 31, 2020.

**5. Resignation**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

- a. Shannon Vasile, a Long Term Substitute Teacher at the Upper Elementary School, effective December 4, 2020.

**Support Staff**

- a. Nicole Rebenauer, a Paraprofessional at the South Valley Elementary School, effective October 9, 2020.
- b. Jill Ludwig, a Paraprofessional at the High School, effective October 19, 2020.

**6. Extension of Contract**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

- a. Cynthia Rivas, as a Long Term Substitute Special Education Teacher at the Upper Elementary School, effective November 23, 2021 through December 23, 2020.
- b. Michael Tobass, as a Long Term Substitute Social Studies Teacher at the High School, effective February 20, 2021 through March 31, 2021.

**Support Staff**

No actions recommended at this time.

- 7. **Practicum Student** - Exhibit #21-107
- 8. **Movement on the Salary Guide** - Exhibit #21-108
- 9. **Adjustment to Transportation Hours** - Exhibit #21-109
- 10. **Black Seal Stipend** - Exhibit #21-110
- 11. **Administrative Leave** - Exhibit #21-111
- 12. **Substitutes** - Exhibit #21-112
- 13. **Professional Development Presenters** - Exhibit #21-113
- 14. **Anticipated High School Winter Coaches** - Exhibit #21-114
- 15. **Adjustment to Co-Curricular** - Exhibit #21-115

**Approval of Items 1 – 15:**

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**VIII. Suspensions and HIB Report**

- A. **Suspensions** – Exhibit #21-116

**IX. Informational Only**

- A. **Enrollment Information** – November 2, 2020

	<b>2019-2020</b>	<b>2020-2021</b>
High School	1267	1289
Middle School	662	626
Upper Elementary School	912	849
Elementary School	<u>1118</u>	<u>1043</u>
Total	3959	3807

**B. Old Business**

**C. New Business**

- a. Budget Calendar 2021-2022 - Exhibit #21-117

**D. Public Comment**

**1. Open Public Comment**

MOTION:

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

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**2. Public Comment**

**3. Close Public Comment**

MOTION:

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

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**X. Adjournment**

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_