

**The Board of Education of Moorestown Township
Moorestown, New Jersey
MINUTES
William Allen Middle School
January 26, 2023 – 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 January 6, 2023
- B. Notice filed with the Burlington County Times on January 6, 2023

II. Moment of Silence

III. Pledge of Allegiance

IV. Roll Call

Present	Mrs. Melissa Arcaro Burns (arrived 5:49 p.m.)
Present	Mrs. Jill Fallows Macaluso
Present	Dr. Brooke Mailhiot
Present	Mrs. Danielle Miller
Present	Mrs. Claudine Morano
Present	Ms. Lauren Romano
Present	Mr. Maurice Weeks
Present	Mrs. Cheryl Makopoulos, Vice President
Present	Mr. Mark Villanueva, President
Present	Mr. John Comegno, Esq., Solicitor
Present	Mr. Joseph Bollendorf, Interim 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. Miller Vote: Unanimous

VI. Return to Public – 7:02 p.m.

Moved by: Ms. Romano Second: Mrs. Makopoulos Vote: Unanimous

VII. Routine Matters

A. Minutes

Approval of minutes for the following meetings attached as Exhibit #23-181:

December 13, 2022 Executive Session	January 3, 2023 Executive Session
December 13, 2022 Regular Meeting	January 3, 2023 Reorganization Meeting

Moved by: Ms. Romano Second: Mr. Weeks Vote: Unanimous

During Good of the Order, the following motion was requested to rescind the original motion to approve minutes, in order to change board member voting:

Moved by: Mr. Weeks Second: Mrs. Arcaro Burns Vote: Unanimous

December 13, 2022 Executive Session	December 13, 2022 Regular Meeting
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Moved by: Mrs. Makopoulos Second: Dr. Mailhiot Vote: 7 – 0, Abstain – 2
Abstentions: Dr. Mailhiot,
Mrs. Miller

January 3, 2023 Executive Session	January 3, 2023 Reorganization Meeting
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Moved by: Mrs. Makopoulos Second: Dr. Mailhiot Vote: 8 – 0, Abstain – 1
Abstention: Mrs. Arcaro Burns

B. Communications - none

C. President's Remarks

- a. Mr. Villanueva introduced Mr. Bollendorf, Interim Superintendent, to the community. He also thanked the Board and Cabinet for their patience and grace during the leadership transitions.

D. Superintendent's Monthly Report

- a. Mr. Bollendorf remarked that he is impressed with the collaborative work being done in the District and hopes to continue to contribute to that.

E. Student Board Representative Reports

- a. Lucas Megill, Senior Class Liaison, reported on the upcoming senior trip to Universal Studios and Disney Parks.
- b. Bhavika Verma, Junior Class Liaison, reported on the 1st ever HS LOVE Fair held on January 18th in honor of MLK Day. The LOVE Fair stands for Learning Opportunities and Volunteer Encouragement Fair. Twenty-five organizations and clubs set up booths for students to browse the opportunities they offer. Participating organizations included animal shelters, LGBTQ centers, fire departments, senior care homes, soup kitchens and social justice groups. Participating school clubs included the video production club and the Interact club. The fair had a large student turnout and was a huge success. Student council looks forward to making this an annual event.

- c. Ameen Kazmi, Sophomore Class Liaison, reported on the MLK Day assembly which included a video that celebrated MLK's life and his achievements and guest speaker Dr. Benton who gave an amazing speech about her life in connection with Dr. King.
- d. Dom Gorman, Freshman Class Liaison, reported on midterms that are taking place at the HS.

F. Board Committee Reports – Questions and Comments

- a. **Communications** – Mrs. Fallows Macaluso updated the Board and community on a recent Communications Committee meeting. Topics included discussing the scope and mandate of the committee going forward, whether it should continue to be a standing committee or should meet on an ad hoc basis, the work the committee has done in the past 12 months, and the decision to keep this as a standing committee. The next meeting is scheduled for February 22nd.
- b. **Curriculum** – Ms. Romano updated the Board and community on a recent Curriculum Committee meeting. Topics included discussion of an RFP, review of the multi-tiered system of support, discussion of a class size cap for grade 1 for 23-24 only, grade 6 ELA curriculum adoption, K-8 math pilot, recommended curriculum writing for 23-24 and review of summer enrichment brochure.
- c. **Finance and Operations** – Mr. Weeks updated the Board and community on a recent Finance and Operations Committee meeting. Topics included an overnight trip, purchasing of an assistive device for an IEP student, an RFP for professional development, transportation hourly rates, reimbursements for fingerprinting, budget update, integrated preschool and extended kindergarten rates, vandalism at the HS, RFP for Superintendent Search Consultant, and a potential security system. Items to be discussed at the next meeting include grounds bid, affordable housing update, ESF contract, audit exit conference, and the possible need for an additional meeting per month. Mrs. Fallows Macaluso asked if the vandalism discussion is related to the repair of the vandalism or discipline to address vandalism, and if related to discipline, if the focus just on discipline for bad actors or what is being done to prevent reoccurrence. Mrs. Benton responded that appropriate action was taken for students who were identified and Mr. Seibel addressed the entire school community so it would be broadly known that this is not acceptable behavior. Mrs. Fallows Macaluso further asked that in addition to disciplining bad actors, in considering preventative measures, what is the role and responsibility, is it in the committees or at the leadership level under the superintendent. Mr. Bollendorf responded that prevention is always the better method and trying to motivate kids to make better decisions, but they are kids and kids do things. He will be looking into what we are doing to prevent and dispense discipline in a way to dissuade kids from acts of vandalism going forward.
- d. **Policy** – Ms. Morano updated the Board and community on a recent Policy Committee meeting. Topics included policies included on the agenda for first and second reading. Additional discussion included policy 9190 regarding community organizations and clubs, policy 3125 regarding possible reimbursement of fingerprinting costs, and how our district uses the option 2 exemption, such as in physical education when students have sports activities outside of school and are able to satisfy PE requirements for the district.

G. Public Comment on Agenda Items

1. Open Public Comment

MOTION:

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

Moved by: Mrs. Makopoulos Second: Mrs. Arcaro Burns 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: Mrs. Morano Second: Dr. Mailhiot Vote: Unanimous

VIII. Reports to the Board

A. Business Administrator/Board Secretary

- 1. Financial Reports of the Board Secy.** – November, 2022 – Exhibit #23-182
- 2. Treasurer’s Report** – September, October and November, 2022 – Exhibit #23-183
- 3. Cafeteria Report** – November, 2022 – Exhibit #23-184

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 November, 2022 attached as Exhibit #23-185.

5. Approval of Bills

I recommend approval of the bills, in the amount of \$14,743,107.23 attached as Exhibit #23-186.

Approval of Items 1 – 5:

Moved by: Ms. Romano Second: Mr. Weeks 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 Policy be entered on first reading:

- Policy 0163 Quorum
- Policy 1511 Board of Education Website Accessibility

MOTION:

I recommend that the Board enter on first reading the Policy listed above as Exhibit #23-187.

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 5512 Harassment, Intimidation, or Bullying

MOTION:

I recommend that the Board enter and adopt on second reading the Policies listed above as Exhibit #23-188.

Approval of Items 1 – 2:

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

B. Educational Program

1. Homeless Placements 2022-2023

The following homeless placements are recommended.

MOTION:

I recommend that the Board approve the homeless student placements listed on Exhibit #23-189 for the 2022-2023 school year at the locations indicated and at the approved district tuition rates, where applicable.

2. Home Instruction 2022-2023

Approval is requested for Home Instruction for students during the 2022-2023 school year.

MOTION:

I recommend that the Board approve the Home Instruction student listed on Exhibit #23-190 for the 2022-2023 school year.

3. Burlington County Alternative School Placement for 2022 -2023

The student listed is recommended for placement in the program at Burlington County Alternative School for the 2022-2023 school year.

MOTION:

I recommend that the Board approve the student on Exhibit #23-191 for the 2022-2023 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 2022-2023

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

MOTION:

I recommend that the Board approve the students with special needs at the placement listed on Exhibit #23-192 for the 2022-23 school year at the location indicated at the approved tuition rates with transportation provided.

Approval of Items 1 - 4:

Moved by: Mr. Weeks

Second: Dr. Mailhiot

Vote: Unanimous

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 #23-193.

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 #23-194.

3. Donation

MOTION:

I recommend the Board accept the following donation:

- Sports wear, including warm-up shirts, warm-up pants, sneakers and coaching gear from Chris Gheysens to be used by the HS Boys Varsity and JV Basketball programs with an approximate value of \$8,000.00
- \$750 from William McCabe to be used by the HS Girls Cross Country Team

4. Overnight Student Trip

I recommend that the Board approve the overnight trips listed below and detailed in the attached Exhibit #23-195.

MHS Girls Lacrosse Tournament Wilton, CT 3/24/23 to 3/25/23

5. Student Field Trips – as amended

Pursuant to regulation N.J.A.C.6A:23A-5.8(c)1, the Board of Education is required to take action regarding student activities by pre-approving field trip destinations.

MOTION:

I recommend that the Board approve the student field trip destinations, as amended, for the 2022-23 school year as listed in Exhibit #23-196.

6. Authorization and Approval to Purchase an Assistive Device

MOTION:

WHEREAS, the Moorestown Twp. Board of Education (“Board”) provides a free, appropriate public education (“FAPE”) for all students eligible under N.J.A.C. 6A:14-1.1(b), et seq., and the Individuals with Disabilities in Education Act (“IDEA”); and

WHEREAS, an eligible student requires an assistive device available solely through PRC-Salttillo, a vendor of speech-generating devices; and

WHEREAS, the Board seeks to purchase an appropriate and required device from PRC-Salttillo in the amount of \$16,589 (sixteen thousand five hundred and eighty nine dollars), along with necessary and appropriate peripheral attachments; and

WHEREAS, the amount of this purchase falls below the statutory requirement of N.J.A.C. 18A:18A-3, permitting exception to the advertising for bids; and

WHEREAS, further and alternatively, PRC-Salttillo provided a “Sole Source Letter” indicating that PRC-Salttillo is the only provider of this device;

NOW THEREFORE, BE IT RESOLVED, that the Board hereby authorizes and approves the purchase of the assistive device.

This resolution will take effect immediately on this 26th day of January, 2023.

7. IPS/Extended K Rates

MOTION:

It is recommended that the board approve the following tuition rates for the 2023-24 school year:

2023-2024 TUITION RATES	
Preschool Program	\$3,600
Preschool Program – Reduced	\$1,000
Extended Day Kindergarten Program	\$4,100
Extended Day Kindergarten Program – Reduced	\$850

8. Settlement Agreement

MOTION:

I recommend the Board approve the following resolution:

Resolved by the Moorestown Township Board of Education to adopt and approve the Settlement Agreement between Student #2001283 and the Moorestown Township Board of Education attached as Exhibit #23-197.

9. Settlement Agreement

MOTION:

I recommend the Board approve the following resolution:

Resolved by the Moorestown Township Board of Education to adopt and approve the Settlement Agreement between Student #8260061 and the Moorestown Township Board of Education attached as Exhibit #23-198.

Approval of Items 1 – 9:

Moved by: Mr. Weeks Second: Ms. Romano Vote: Unanimous

D. Employee Relations

- 1. Appointments** - Exhibit #23-199
- 2. Retirement** - Exhibit #23-200
- 3. Resignation** - Exhibit #23-201
- 4. Leaves of Absence** - Exhibit #23-202
- 5. Administrative Leave** - Exhibit #23-203
- 6. Substitutes** - Exhibit #23-204
- 7. Change in Assignment, Hours & Start Date** - Exhibit #23-205
- 8. Salary Corrections/Adjustments** - Exhibit #23-206
- 9. Black Seal Stipend** - Exhibit #23-207
- 10. Bus Referral Signing Bonus** - Exhibit #23-208
- 11. Athletics/Co-Curricular/Clubs** - Exhibit #23-209
- 12. Movement on Salary Guide** - Exhibit #23-210
- 13. ESEA Tutors** - Exhibit #23-211
- 14. Presenters** - Exhibit #23-212, as amended
- 15. Transportation Rate Adjustment** - Exhibit #23-213

Approval of Items 1 – 15:

Moved by: Mrs. Arcaro Burns Second: Dr. Mailhiot Roll Call Vote: 9 - 0

X. Suspensions

A. Suspensions – Exhibit #23-214

B. Superintendent’s HIB Report

MOTION:

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

- Substantiated
 - WAMS - #2

Moved by: Mrs. Makopoulos Second: Ms. Romano

Vote: 7 – 0, Abstain – 2
Abstentions: Dr. Mailhiot,
Mrs. Miller

XI. Informational Only

A. Enrollment Information – January 3, 2023

School	2021-2022	2022-2023
High School	1288	1262
Middle School	607	621
Upper Elementary School	865	863
Elementary School	<u>1094</u>	<u>1128</u>
Total	3854	3874

B. Old Business

C. New Business

1. Codicil with MEA

MOTION:

I recommend the Board approve the codicil with the MEA for 6th period assignment for certain math teachers in the High School, as discussed in executive session.

Moved by: Mrs. Morano Second: Ms. Romano Roll Call Vote: 9 - 0

XII. Public Comment

1. Open Public Comment

MOTION:

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

Moved by: Mr. Weeks Second: Mrs. Fallows Macaluso Vote: Unanimous

2. Public Comment

- a. Elizabeth Everette, Teacher at the HS, commended WAMS staff for their MLK Day work.
- b. Jordan Fagan, Teacher at WAMS, thanked HS staff for organizing and facilitating the LOVE Fair.
- c. Kate Fishman, Teacher at WAMS, thanked UES staff for their work on the upcoming musical "Seussical".
- d. Caitlin Fiori, Teacher at UES, thanked Roberts Elementary School staff for their work for the 100th day of school.
- e. Eileen Fitzpatrick, Teacher at the HS, thanked Baker Elementary School staff for their work on Author Day.
- f. Marissa Feeley, teacher at the HS and WAMS, thanked South Valley Elementary School staff for their work on their annual Snowed-In Day.
- g. Lisa Trapani, MEA President, thanked all those that worked on the Grand Conversations event. Ms. Trapani requested information on the process for a new Superintendent Search.

3. Close Public Comment

MOTION:

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

Moved by: Mrs. Makopoulos Second: Mr. Weeks Vote: Unanimous

XIII. Good of the Order

- a. Mr. Villanueva provided an update on the next steps for the Superintendent Search. Mr. Villanueva stated that it is amazing to attend the Home & School meetings over the last month and thanked Home & School for their hard work.
- b. Mrs. Arcaro Burns commented that she should have abstained from the January 3, 2023 minutes as she was not present.
- c. A motion was made by Mr. Weeks and seconded by Mrs. Arcaro Burns to rescind the original motion for the minutes, approved by a unanimous vote. A motion was then made by Mrs. Makopoulos and seconded by Dr. Mailhot to approve the December 13, 2022 and January 3, 2023 minutes. Dr. Mailhot and Mrs. Miller abstained from the December 13, 2022 minutes. Mrs. Arcaro Burns abstained from the January 3, 2023 minutes. All remaining board members approved by a unanimous vote. These changes to board member voting are reflected on page 2.

XIV. Adjournment – 7:56 p.m.

Moved by: Ms. Romano Second: Mr. Weeks Vote: Unanimous

Respectfully submitted,

James M. Heiser, CPA
Board Secretary