

**The Board of Education of Moorestown Township
Moorestown, New Jersey
MINUTES
William Allen Middle School
December 13, 2022 – 7:00 p.m.**

I. Call to Order – 7:01 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, 2022
- B. Notice filed with the Burlington County Times on July 1, 2022

II. Moment of Silence

III. Pledge of Allegiance

IV. Roll Call

Present	Dr. Sandra Alberti
Present	Mrs. Melissa Arcaro Burns
Present	Mrs. Jill Fallows Macaluso
Present	Mrs. Cheryl Makopoulos
Present	Mrs. Claudine Morano (arrived 5:48 p.m.)
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: Ms. Romano Second: Dr. Snyder Vote: Unanimous

VI. Return to Public

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

and maintenance reserve deposits, upcoming grant opportunities related to capital improvements, minimum wage increases, budget priorities, and upcoming RFP openings which included Superintendent Search and Professional Development.

- b. **Communications** – Dr. Alberti stated that a recent meeting was not held, but discussions happened about the structure of the committee.
- c. **Policy** – Dr. Snyder updated the Board on a recent Policy Committee meeting. Topics discussed included the Board Quorum policy and Board policy related to Affiliated Organizations, policies on for first reading and policies listed for second reading.
- d. **Curriculum** – Ms. Romano updated the Board on a recent Curriculum Committee meeting. Topics discussed included NJGPA results, assessing learning loss and ways being used to address learning loss and the curriculum development process and related policies.

G. Public Comment on Agenda Items

1. Open Public Comment

MOTION:

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

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

VIII. Reports to the Board

A. Business Administrator/Board Secretary

- 1. **Financial Reports of the Board Secy.** – October, 2022 – Exhibit #23-149
- 2. **Treasurer’s Report** – August, 2022 – Exhibit #23-150
- 3. **Cafeteria Report** – October, 2022 – Exhibit #23-151

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 October, 2022 attached as Exhibit #23-152.

5. Approval of Bills

I recommend approval of the bills, in the amount of \$8,051,315.93 attached as Exhibit #23-153.

Approval of Items 1 – 5:

Moved by: Mrs. Morano Second: Dr. Alberti 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 5512 Harassment, Intimidation, or Bullying

MOTION:

I recommend that the Board enter on first reading the Policy listed above as Exhibit #23-154.

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 2415 Every Student Succeeds Act
- Policy 2415.04 Title I School Parent and Family Engagement
- Policy 2415.50 High School Title I – School Parent and Family Engagement
- Policy 2415.51 William Allen Middle School Title I – School Parent and Family Engagement
- Policy 2415.52 Upper Elementary School Title I – School Parent and Family Engagement
- Policy 2415.53 Roberts Elementary School Title I – School Parent and Family Engagement

MOTION:

I recommend that the Board enter and adopt on second reading the Policies listed above as Exhibit #23-155.

Approval of Items 1 – 2:

Moved by: Dr. Snyder Second: Dr. Alberti 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 #23-156 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 #23-157 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 #23-158 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. Health Care Consultants, Inc., d/b/a Newborn Nurses for 2022 -2023

Health Care Consultants, Inc. nursing services are required for a student with special needs.

MOTION:

I recommend that the Board approve Health Care Consultants, Inc., to provide professional services for a special needs student as Exhibit #23-159 for the 2022-2023 school year.

Approval of Items 1 - 4:

Moved by: Dr. Alberti

Second: Mrs. Morano

Vote: Unanimous

C. Finance and Business

1. Interim Superintendent Appointment

MOTION:

WHEREAS, the Board's Superintendent, Mr. Michael Volpe, gave written notice of resignation of his employment by the Moorestown Township Public School District Board of Education ("Board"), effective March 2, 2023;

WHEREAS, the Board began the process of searching for a full-time, permanent Superintendent to succeed Mr. Volpe, but will be unable to complete that process prior to the effective date of Mr. Volpe's resignation, and therefore the Board is required to appoint an Interim Superintendent.

WHEREAS, the Board offered the position of Interim Superintendent to Mr. Joseph Bollendorf and Mr. Bollendorf accepted the Board's offer; and

WHEREAS, pursuant to N.J.S.A. 18A:7-8(j) and N.J.A.C. 6A:23A-3.1(a), the Board forwarded the proposed Employment Contract for Mr. Bollendorf to the Interim Executive County Superintendent for Burlington County for approval and received written approval from the Interim Executive County Superintendent that the proposed Employment Contract for Mr. Bollendorf is in compliance with the Fiscal Accountability, Efficiency and Budgeting Regulations.

IT IS HEREBY RESOLVED by the Board as follows:

1. Mr. Joseph Bollendorf is hereby appointed by the Board as Interim Superintendent, effective on or about January 23, 2023 through June 30, 2023 or until the Board selects a new Superintendent and that person is able to begin working for the Board, whichever occurs first; and
2. The Board approves and adopts the Employment Contract for Mr. Joseph Bollendorf to serve as Interim Superintendent, consistent with the terms and conditions set forth therein, and as approved by the Interim Executive County Superintendent for Burlington County, per N.J.S.A. 18A:7-8(j) and N.J.A.C. 6A:23A-3.1(a).

Moved by: Dr. Alberti

Second: Dr. Snyder

Roll Call Vote: 9 - 0

Mrs. Arcaro Burns commented that we had several well-qualified candidates, both internal and external, for Interim Superintendent. Mrs. Arcaro Burns stated that stability and continuity is imperative and feels that an internal interim would provide the same. She expressed that Mr. Bollendorf is an exceptionally qualified Interim Superintendent who will make an excellent interim. Although her first choice was an internal candidate, Mr. Bollendorf will have her full support.

2. 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 #23-160.

3. 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 #23-161.

4. Donation

MOTION:

I recommend the Board accept the following donation:

- Library furniture from the Home and School Association to be used by the Roberts Elementary School with a value of \$15,557.82
- \$12,000 from the Moorestown Alumni Football Club to be used by the MHS Football Program

5. Burlington County Insurance Pool Joint Insurance Fund (JIF) Membership Renewal

After examination of the group options for property & casualty insurance, it is recommended that the district renew membership with the BCIP JIF as the most cost-effective plan.

MOTION:

I recommend that the Board of Education approve the Resolution and Indemnity & Trust Agreement, attached as Exhibit #23-162 to renew membership in the BCIP JIF for the three year membership term commencing on July 1, 2023.

6. Amendment to June 14, 2022 Transfer to Reserves Resolution

MOTION:

WHEREAS, N.J.S.A. 6A:23A-14 et seq permits a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Moorestown Township Board of Education has determined that \$1,000,000 is available for transfer to Capital Reserve and \$500,000 is available for creation of a Maintenance Reserve for such purpose;

NOW THEREFORE BE IT RESOLVED by the Moorestown Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Approval of Items 2 – 6:

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

D. Employee Relations

- 1. Appointments** - Exhibit #23-163
- 2. Retirement** - Exhibit #23-164
- 3. Resignation** - Exhibit #23-165
- 4. Leaves of Absence** - Exhibit #23-166

5. **Substitutes** - Exhibit #23-167
6. **Change in Assignment, Hours & Start Date** - Exhibit #23-168
7. **Contractual Time Adjustment** - Exhibit #23-169
8. **Salary Corrections/Adjustments** - Exhibit #23-170
9. **Athletics/Co-Curricular/Clubs** - Exhibit #23-171
10. **Extension of Contract** - Exhibit #23-172
11. **Title I Tutors** - Exhibit #23-173
12. **Presenters** - Exhibit #23-174
13. **Revision to Job Description – Learning Disabilities Teacher Consultant (LDTC)** - Exhibit #23-175
14. **Revision to Job Description – Payroll Coordinator** - Exhibit #23-176

Approval of Items 1 – 14:

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

X. Suspensions

A. Suspensions – Exhibit #23-177

B. Superintendent’s HIB Report

MOTION:

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

- Substantiated
 - High School - #2
- Unsubstantiated
 - UES - #2
 - High School - #2
 - High School - #3

Moved by: Dr. Snyder Second: Mrs. Arcaro Burns Vote: 8 – 0, Abstain – 1
 Abstention: Mr. Villanueva

XI. Informational Only

A. Enrollment Information – December 1, 2022

School	2021-2022	2022-2023
High School	1289	1264
Middle School	610	619
Upper Elementary School	861	861
Elementary School	<u>1089</u>	<u>1130</u>
Total	3849	3874

B. Old Business

C. New Business

1. 2023 – 2024 Budget Calendar Acknowledgement

XII. Public Comment

1. Open Public Comment

MOTION:

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

Moved by: Dr. Snyder Second: Mrs. Morano Vote: Unanimous

2. Public Comment

- a. Lindsay Emple, Teacher at WAMS, thanked the Unified Sports advisors Eileen Sweeney and Mary Kate Storbeck, for their roles in inclusive schools week, as well the UES teachers, paras and staff for facilitating activities.
- b. Laura Edwardsen, Teacher at WAMS, commended paraprofessionals and teachers in the self-contained classrooms for their time and effort using low- and high-tech augmentative and alternative communication (AAC) with students.
- c. Matt Emerson, Head Girls Basketball Coach and Teacher at WAMS, commended the Baker Media Specialist for organizing Author Day.
- d. Christina Finnegan, Teacher at WAMS, commended Christy Durst-McMaster for being awarded the JIF Safety Hero of the Year Award for her quick actions helping a student choking during lunch earlier this year.
- e. Kim Martin, Teacher at WAMS, commended the HS staff for facilitating a Veterans Day assembly in November.
- f. Lisa Trapani, MEA President, welcomed Mr. Bollendorf to the district, thanked Mr. Weeks for his service as Board President, and thanked Dr. Snyder for his service to the Board. Ms. Trapani also thanked Mr. Volpe for his service to the district. Ms. Trapani recognized the donations and help received by all schools from the Home & School Association.

3. Close Public Comment

MOTION:

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

Moved by: Mrs. Morano Second: Dr. Snyder Vote: Unanimous

XIII. Good of the Order

- a. Mr. Bollendorf, incoming Interim Superintendent, introduced himself to the community and stated that in all his years, he's never lost focus that everything we do is about children. His hope is to continue that mission, which is his lifelong work, to help this board, community and staff by facilitating and paving the way for them to do what they do best – teach, supervise, instruct, lead. Mr. Bollendorf appreciates the confidence given him to help us get to the next place in our journey.

- b. Mrs. Arcaro Burns commented on Policy 9190. When we consider criteria such as an event's adherence to District's standards, without a better explanation or definition of those standards, feels as though we are on a slippery slope. Hope that we as a board remember that those standards, if we do set them in relationship to these events, should be the standards of the District and not of us as individuals. Mrs. Fallows Macaluso also commented that, being on the Policy committee, the committee was not discussing setting up standards objectively but rather picking out some of the language that currently exists in 9190 including "consistent with the goals and objectives of the District". Making sure events associated with affiliated organizations be consistent with the goals and objectives of the District. Agrees with Mrs. Arcaro Burns that wouldn't want it to be inconsistently applied and doesn't believe that was the intention. The categories in the current policy are old and outdated, from 1992, and Ms. Benton is going to look to other schools to see if they have less complex policies with clear and simple categories for clubs, booster organizations and affiliated organizations so as not to micromanage but rather as a board, ensure the annual plans of these entities reflect the goals and objectives of the District.

XIV. Adjournment – 8:22 p.m.

Moved by: Dr. Snyder

Second: Dr. Alberti

Vote: Unanimous

Respectfully submitted,

James M. Heiser, CPA
Board Secretary