

**The Board of Education of Moorestown Township
Moorestown, New Jersey
Public Agenda
William Allen Middle School
December 13, 2022 – 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 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

Dr. Sandra Alberti
Mrs. Melissa Arcaro Burns
Mrs. Jill Fallows Macaluso
Mrs. Cheryl Makopoulos
Mrs. Claudine Morano
Ms. Lauren Romano
Mr. Mark Villanueva

Dr. Mark Snyder, Vice President
Mr. Maurice Weeks, President

Mr. John Comegno, Esq., Solicitor
Mr. Michael Volpe, Superintendent
Mr. James M. Heiser, Business Administrator/Board Secretary
Dr. Karen Benton, Director of Curriculum, Instruction and Innovation
Dr. David Tate, Director of Special Education
Ms. Carole Butler, Director of Human Resources, Inclusion and Diversity
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: _____ Second: _____ Vote: _____

VI. Return to Public

Moved by: _____ Second: _____ Vote: _____

VII. Routine Matters

A. Minutes

Approval of minutes for the following meetings attached as Exhibit #23-148:

November 15, 2022 Executive Session
November 15, 2022 Regular Meeting

November 21, 2022 Executive Session
November 21, 2022 Special Meeting

Moved by: _____ Second: _____ Vote: _____

B. Communications

C. President’s Remarks

D. Superintendent’s Monthly Report

- General Updates
- Retirement Recognition
 - Deanna Knobloch
 - Wendy Adamczyk
 - Joann Kolwicz
 - Susan Littman-Nichols
- 2022 NJGPA Results Presentation

E. Student Board Representatives

F. Board Committee Reports – Questions and Comments

G. Public Comment on Agenda Items

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: _____

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: _____ Second: _____ Vote: _____

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: _____ Second: _____ Vote: _____

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: _____ Second: _____ Vote: _____

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: _____ Second: _____ Vote: _____

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.

7. Professional Development Competitive Contracting Approval

MOTION:

BE IT RESOLVED that after advertising a Request for Proposals on November 22, 2022 and receiving proposals on December 13, 2022, the Board of Education of Moorestown Township hereby awards and approves the Business Administrator to enter into a contract with _____ for Professional Development Services in the amount of _____.

Approval of Items 2 – 7:

Moved by: _____ Second: _____ Vote: _____

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: _____ Second: _____ Roll Call Vote: _____

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: _____ Second: _____ Vote: _____

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: _____ 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: _____

XIII. Good of the Order

XIV. Adjournment

Moved by: _____ Second: _____ Vote: _____