

**The Board of Education of Moorestown Township
Moorestown, New Jersey
Public Agenda
William Allen Middle School
March 21, 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 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

Mrs. Melissa Arcaro Burns
Mrs. Jill Fallows Macaluso
Dr. Brooke Mailhiot
Mrs. Danielle Miller
Mrs. Claudine Morano
Ms. Lauren Romano
Mr. Maurice Weeks

Mrs. Cheryl Makopoulos, Vice President
Mr. Mark Villanueva, President

Mr. John Comegno, Esq., Solicitor
Mr. Joseph Bollendorf, Interim 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 #23-248:

February 21, 2023 Executive Session
February 21, 2023 Regular Meeting

March 7, 2023 Executive Session
March 7, 2023 Special Meeting

Moved by: _____ Second: _____ Vote: _____

B. President’s Remarks

C. Superintendent’s Update

D. Student Board Representative Reports

- 1. Lucas Megill, Seniors
- 2. Jack Brittain, Junior
- 3. Ameen Kazmi, Sophomore
- 4. Dominic Gorman, Freshman

E. Board Committee Reports – Questions and Comments

- 1. Communications – Jill Fallows Macaluso
- 2. Curriculum – Lauren Romano
- 3. Finance and Operations – Maurice Weeks
- 4. Policy – Claudine Morano

F. Off-Board Committee Updates

G. Public Comment on Agenda Items

The Board recognizes and values public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. This Public Comment Section is for comments related to specific items on the Board’s agenda. There is an opportunity for public comment on non-agenda related items later in the meeting.

When called upon to speak, please provide your name and home address, and keep your comments to three minutes. Please direct your comments to the Board, not to individual members of the Board or Administration, but note that this is not a discussion or Q&A.

Under New Jersey law, the Board shall not discuss personnel matters in public. The Board President may refer questions or requests for action to staff for response at a later date.

Speakers are reminded that comments should be respectful and maintain a level of decorum appropriate for a meeting of a public body. Defamatory or abusive remarks are always out of order.

Thank you for your consideration of others, and for taking the time to make your 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: _____

VIII. Reports to the Board

A. Business Administrator/Board Secretary

1. Financial Reports of the Board Secy. – January, 2023 – Exhibit #23-249

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.

2. Approval of Budget Transfers

I recommend approval of the budget transfers for the month of January, 2023 attached as Exhibit #23-250.

3. Approval of Bills

I recommend approval of the bills, in the amount of \$4,881,141.25 attached as Exhibit #23-251.

Approval of Items 1 – 3:

Moved by: _____ Second: _____ Vote: _____

IX. Recommendations of the Superintendent

A. Policies and Procedures

1. Second Reading

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

- Policy 0143.2 High School Student Representative to the Board of Education
- Policy 3125 Employment of Teaching Staff Members
- Policy 5460 High School Graduation
- Policy 5722 Student Journalism

MOTION:

I recommend that the Board enter and adopt on second reading the Policy listed above as Exhibit #23-252.

Moved by: _____ Second: _____ Vote: _____

B. Educational Program

1. 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 #23-253 for the 2022-2023 school year.

2. 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 #23-254 for the 2022-23 school year at the location indicated at the approved tuition rates with transportation provided.

3. Homeless Placements 2022-2023

The following homeless placements are recommended.

MOTION:

I recommend that the Board approve the homeless students placement listed on Exhibit #23-255 for the 2022-2023 school year at the locations indicated and at the approved district tuition rates, where applicable.

4. 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 #23-256 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.

Approval of Items 1 - 4:

Moved by: _____ Second: _____ Vote: _____

C. Finance and Business

1. Travel and Related Expense Reimbursement – 2023-2024

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 \$191,422 for all staff and board members.

2. Adoption of the Tentative Budget

MOTION:

BE IT RESOLVED that the tentative budget be approved for the 2023-2024 School Year using the 2023-2024 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
2023-24 Total Expenditures	84,725,145	1,909,090	4,878,213	91,512,448
Less: Anticipated Revenues	14,577,014	1,909,090	413,917	16,900,021
Taxes to be Raised	70,148,131	0	4,464,296	74,612,427

BE IT FURTHER RESOLVED, included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs & Other Capital Projects, is \$1,050,000 for other capital project costs to replace end-of-life public address systems and ventilation equipment. The total cost of this project is estimated to be \$2,620,000, of which district local share is \$1,050,000, which represents expenditures for construction and equipment elements as necessary to maintain building health, safety and security.

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 25, 2023 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2023-2024 School Year.

Approval of Items 1 – 2:

Moved by: _____ Second: _____ Vote: _____

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 #23-257.

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 #23-258.

5. Donations

MOTION:

I recommend the Board accept the following donations:

- Frozen Yogurt from TCBY - Marlton for a MHS Track Event, with an approximate value of \$250

6. Student Field Trips

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 for the 2022-23 school year as listed in Exhibit #23-259.

7. Overnight Student Trips

MOTION:

I recommend that the Board approve the overnight trips listed below and detailed in the attached Exhibit #23-260.

MHS Robotics District Championship	Bethlehem, PA	4/6/23 to 4/8/23
MHS Robotics World Championship	Houston, TX	4/18/23 to 4/23/23
Boys Lacrosse Tournament	Parsippany, NJ	4/12/23 to 4/13/23

8. 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 #23-261.

9. 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 19DPP00272/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.

10. 2023 ESEA Consolidated Grant Amendment #1 Application

MOTION:

The Moorestown Township Public Schools’ ESEA Consolidated Grant Amendment Application #1 for 2023 requires Board of Education approval. This amendment is required in order to allocate \$92,114 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	\$25,396	\$0	\$25,396	\$156,945	\$0	\$156,945
Title IIA	\$42,539	\$3,790	\$46,329	\$93,900	\$8,365	\$102,265
Title III	\$10,389	\$0	\$10,389	\$23,519	\$0	\$23,519
Title IV	\$9,182	\$818	\$10,000	\$18,364	\$1,636	\$20,000
Total	\$87,506	\$4,608	\$92,114	\$292,728	\$10,001	\$302,729

MOTION:

I recommend that the Board hereby authorize the submission of the ESEA Consolidated Grant Amendment #1 application for Fiscal Year 2023, and accepts the grant award of these funds upon the subsequent approval of the FY 2023 ESEA amendment application.

11. Comprehensive Equity Plan (CEP) 2023-24 Statement of Assurance

All public schools are mandated to develop a three-year Comprehensive Equity Plan (CEP). The CEP is designed to identify and correct all discriminatory and inequitable policies, programs, practices and conditions within or affecting the district. The CEP enables the district to demonstrate compliance with all applicable laws, codes, and regulations.

MOTION:

The following resolutions are requested, as per the attached Exhibit #23-262:

- Resolution authorizing the submission of the Statement of Assurance extending the 2019-2022 Comprehensive Equity Plan for one calendar year.

12. 2021-2022 Financial Audit

Copies of the annual financial audit for the period ended June 30, 2022 are enclosed. A synopsis of the Audit Report is attached as Exhibit #23-263 and copies have been made available to the public.

The Finance and Operations Committee has reviewed the audit and discussed the Audit Report with representatives Michael Holt and David Gorski of Holt, McNally & Associates, the District auditors.

MOTION:

WHEREAS, the 2021-2022 financial audit of the Moorestown Township Board of Education for the fiscal year ended June 30, 2022 as prepared by Michael Holt of Holt, McNally & Associates has been received by the Board, and

WHEREAS, copies of the synopsis of the Audit Report have been made available to the public,

NOW THEREFORE BE IT RESOLVED BY THE Board of Education that the 2021-2022 Financial Audit be hereby accepted and approve the corresponding Corrective Action Plan and Certificate of Implementation.

13. ACES (Alliance for Competitive Energy Services) Gas and Electric Bid

MOTION:

I recommend the Board approve the resolutions attached as Exhibit #23-264 to participate in the ACES gas and electric bid.

14. Codicil with MEA

MOTION:

I recommend the Board approve the codicil with the MEA for 6th period assignment for certain English teachers in the High School, attached as Exhibit #23-265.

Approval of Items 3 – 14:

Moved by: _____ Second: _____ Vote: _____

D. Employee Relations

1. **Retirement** - Exhibit #23-266
2. **Resignation** - Exhibit #23-267

- 3. **Leaves of Absence** - Exhibit #23-268
- 4. **Substitutes** - Exhibit #23-269
- 5. **Change in Assignment** - Exhibit #23-270
- 6. **Additional Hours** - Exhibit #23-271
- 7. **Movement on Salary Guide** - Exhibit #23-273
- 8. **Athletics/Co-Curricular/Clubs** - Exhibit #23-274
- 9. **Presenters** - Exhibit #23-275
- 10. **Transportation Sub Bus Driver Rate Adjustment** - Exhibit #23-276

Approval of Items 1 – 10:

Moved by: _____ Second: _____ Roll Call Vote: _____

X. Suspensions

A. Suspensions – Exhibit #23-277

B. Superintendent’s HIB Report

MOTION:

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

- Substantiated
 - UES - #5
 - WAMS - #4

Moved by: _____ Second: _____ Vote: _____

XI. Informational Only

A. Enrollment Information – March 1, 2023

School	2021-2022	2022-2023
High School	1286	1268
Middle School	610	624
Upper Elementary School	866	869
Elementary School	1095	1135
Total	3857	3896

XII. Old Business

XIII. New Business

XIV. Public Comment

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Thank you for your consideration of others, and for taking the time to make your public comment.

A. Open Public Comment

MOTION:

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

Moved by: _____ Second: _____ Vote: _____

B. Public Comment

C. Close Public Comment

MOTION:

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

Moved by: _____ Second: _____ Vote: _____

XV. Good of the Order

XVI. Adjournment

Moved by: _____ Second: _____ Vote: _____