

**The Board of Education of Moorestown Township
Moorestown, New Jersey
MINUTES
William Allen Middle School
April 25, 2023 - 7:00 p.m.**

I. Call to Order - 7:00 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	Mrs. Melissa Arcaro Burns
Absent	Mrs. Jill Fallows Macaluso
Present	Dr. Brooke Mailhiot
Present	Mrs. Danielle Miller
Present	Mrs. Claudine Morano
Present	Ms. Lauren Romano
Present	Mr. Maurice Weeks (arrived 5:56 p.m.)
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
Absent	Ms. Carole Butler, Director of Human Resources, Inclusion and Diversity
Absent	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: Mrs. Arcaro Burns Second: Ms. Romano Vote: Unanimous

VI. Return to Public

Moved by: Mrs. Morano Second: Mrs. Miller Vote: Unanimous

VII. Routine Matters

A. Minutes

Approval of minutes for the following meetings attached as Exhibit #23-277:

March 21, 2023 Executive Session

March 21, 2023 Regular Meeting

Moved by: Ms. Romano

Second: Mrs. Morano

Vote: Unanimous

B. President's Remarks

1. Mr. Villanueva provided an Affordable Housing update. Mr. Villanueva stated that he is creating an Ad Hoc Committee for tracking items related to Moorestown Township. Dr. Mailhiot, Mr. Weeks and Mrs. Miller will be on the committee with Mr. Villanueva chairing the committee. Mr. Villanueva provided an update on the Superintendent Search. Interviews will be conducted this weekend and eight candidates will be interviewed.

C. Student Board Representative Reports

1. Lucas Megill, Senior Class Liaison, provided an update on upcoming AP testing and graduation plans.
2. Jack Brittain, Junior Class Liaison, provided an update on volunteering initiatives such as two days at Brandywine to give back to the elders in the community. Mr. Brittain provided an update on prom plans.
3. Ameen Kazmi, Sophomore Class Liaison, provided an update on the 125th anniversary of the Moorestown High School. The Hall of Fame Committee was created to recognize outstanding alumni. The Policy and Handbook Committee will be reviewing policies and rules in the handbook for comments and modifications.

D. Superintendent's Update

1. Mr. Bollendorf updated the community on spring activities such as sports and clubs. Mr. Bollendorf provided an update on calendar adjustments since snow days were not utilized. Mr. Bollendorf thanked all those involved with the Home & School Association. Mr. Bollendorf updated the community that he is engaged in discussions with the Township to add additional school resource officers as SLEO III officers. This would increase police presence in the buildings to three dedicated officers to the school system.

E. Presentation: CCEIS - Dr. David Tate & Dr. Karen Benton

1. Dr. David Tate provided a presentation to the Board and community regarding a special education audit. The audit found that there was a disproportionate removal of students of specific races that were designated as special education. Dr. Tate updated the Board and community about all the activities that the district is engaged in to review the data and make recommendations and corrective actions as necessary.

F. Board Committee Reports - Questions and Comments

1. Communications - Jill Fallows Macaluso - no report
2. Curriculum - Lauren Romano provided an update on the recent Curriculum Committee meeting. Topics included ChatGPT and AI's impact on education and summer reading selections.
3. Finance and Operations - Maurice Weeks provided an update on the recent Finance and Operations Committee meeting. Topics included a 2023-2024 budget update including county review, transportation bid opening for athletics, and an upcoming ROD Grant opportunity.
4. Policy - Claudine Morano provided an update on the recent Policy Committee meeting. Topics included three regulations on the agenda for first reading and two policy updates as listed under first reading.

G. Off-Board Committee Updates

1. Mr. Weeks provided an update on the Recreation Advisory Committee. The Recreation Department appreciated the collaboration with the district for rental of facilities. Ms. Romano updated the Board on upcoming NJSBA events. Mrs. Arcaro Burns provided an update on an upcoming SpEAC meeting.

H. 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: Mr. Weeks

Second: Ms. Romano

Vote: Unanimous

2. Public Comment on Agenda Items

- a) Elizabeth Pollard of 64 Brooks Road encouraged the Board to reinstitute the Ad Hoc Committee on Race and Racism.
- b) Lisa Trapani, MEA President, thanked Mr. Villanueva for creating an Ad Hoc Committee.

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

VIII. Public Hearing on the 2023-2024 Budget

A. Open Public Hearing on the 2023-2024 Proposed Budget

MOTION:

I recommend that the Public Hearing on the 2023-24 Proposed Budget be opened.

Moved by: Ms. Romano Second: Dr. Mailhiot Vote: Unanimous

B. Public Comment on the Budget - none

C. Close Public Hearing on the 2023-2024 Budget

MOTION:

I recommend that the Public Hearing on the 2023-24 Proposed Budget be closed.

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

IX. Adoption of Final Budget - 2023-2024

MOTION:

BE IT RESOLVED that the final 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 final budget to the Executive County Superintendent of Schools:

	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.

BE IT FURTHER RESOLVED, to acknowledge that the 2023-2024 budget, as described above, includes the transfer of \$50,000 from Maintenance Reserve to the General Fund to support Required Maintenance.

BE IT FURTHER RESOLVED, that the proposed base budget exceeds the State's Adequacy Budget.

Moved by: Mrs. Makopoulos Second: Mr. Weeks

Roll Call Vote: 9 - 0

X. Reports to the Board

A. Business Administrator/Board Secretary

1. **Financial Reports of the Board Secretary** - February, 2023 - Exhibit #23-278
2. **Treasurer's Report** - January, 2023 and February, 2023 - Exhibit #23-279
3. **Cafeteria Report** - February, 2023 - Exhibit #23-280

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 February, 2023 attached as Exhibit #23-281.

5. Approval of Bills

I recommend approval of the bills, in the amount of \$10,556,768.41 attached as Exhibit #23-282.

Approval of Items 1 - 5:

Moved by: Mrs. Morano

Second: Dr. Mailhiot

Vote: Unanimous

XI. 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 0144 Board Member Orientation and Training
- Policy 2423 Bilingual and ESL Education
- Regulation 2423 Bilingual and ESL Education
- Regulation 2460.30 Additional/Compensatory Special Education and Related Services
- Regulation 7425 Lead Testing of Water in Schools

MOTION:

I recommend that the Board enter on first reading the Policies listed above as Exhibit #23-283.

2. Policy to be Abolish

The Policy Committee has reviewed the file codes listed in the attached exhibit and recommends the following Policy be abolished:

- Policy 9100 Concepts and Roles in Community Relations and Goals and Objectives

MOTION:

I recommend that the Board abolish the Policy listed above as Exhibit #23-284.

Approval of Items 1 - 2:

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

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 #23-285 for the 2022-2023 school year.

2. Special Education Out-of-District Placement

The following Moorestown student with special needs is recommended for placement in the appropriate out-of-district program and school as mandated in the Individualized Education Program (IEP).

MOTION:

I recommend that the Board approve the student with special needs at the placement listed on Exhibit #23-286 for the 2022-2023 school year at the location indicated at the approved tuition rate with transportation provided.

Approval of Items 1 - 2:

Moved by: Mrs. Miller Second: Mrs. Arcaro Burns 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 #23-287.

2. Donations

MOTION:

I recommend the Board accept the following donations:

- \$1,900 from Moorestown Wrestling to be used by the MHS Wrestling Program

3. 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 #23-288.

4. Spring Sports Transportation Bid

MOTION:

I recommend the Board approve the bid results for Bid #23-04 attached as Exhibit #23-289 and award contracts as follows:

<u>Vendor</u>	<u>Total Cost</u>
Hillman's	\$2,770
Holcomb	<u>\$41,827</u>
Total	\$44,597

5. Joint Transportation Agreement

Approval of the following Joint Transportation Agreement which will allow Moorestown to participate in transportation services coordinated with Lindenwold Public Schools for three (3) displaced students.

MOTION:

I recommend the Board approve a Joint Transportation Agreement with Lindenwold Public Schools for 1/31/23 to 6/30/23 in the amount of \$23,974.28.

6. Burlington County Educational Services Unit Professional Services 2023-24

The Burlington County Educational Services Unit provides districts with a variety of professional services on an “as requested” basis.

MOTION:

I recommend that the Board approve the Burlington County Educational Services Unit Agreement for Professional Services for 2023-24 attached as Exhibit #23-290.

7. 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 19DPPOO272/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 attached as Exhibit #23-291.
- 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.

8. Resolution Authorizing Modifications to the District's Long Range Facilities Plan as Appropriate and to Approve the Submission of a ROD Grant Application

MOTION:

WHEREAS, the State of New Jersey and the New Jersey Schools Development Authority (NJSDA) included a direct appropriation of \$350 million dollars for Regular Operating District (ROD) projects; and

WHEREAS, the Moorestown Township Board of Education has reviewed the grant process and determined to submit a grant application for the purpose of replacing end of life HVAC equipment at George C. Baker Elementary School as listed as a Level 1, Essential Building System Upgrade under the New Jersey Schools Development Authority Regular Operating Districts grant application; and

WHEREAS, the Moorestown Township Board of Education has local funding sources in its Capital Reserve that would be utilized for its local share of funding;

NOW THEREFORE IT BE RESOLVED, that the Moorestown Township Board of Education approve the submission of the ROD Grant application and authorize District Administration and Professionals to modify its Long Range Facilities Plan (LRFP) accordingly.

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 Staff #5548 and the Moorestown Township Board of Education attached as Exhibit #23-292.

Approval of Items 1 - 9:

Moved by: Mrs. Arcaro Burns Second: Mrs. Morano Vote: Unanimous

D. Employee Relations

1. **Appointments** - Exhibit #23-293
2. **Retirement** - Exhibit #23-294
3. **Resignation** - Exhibit #23-295
4. **Leave of Absence** - Exhibit #23-296
5. **Substitutes** - Exhibit #23-297
6. **Change in Assignment** - Exhibit #23-298
7. **Additional Hours** - Exhibit #23-299
8. **Certificated Non-Tenure Staff Reappointments** - Exhibit #23-300

- 9. **Certificated Tenured Staff Reappointments** - Exhibit #23-301
- 10. **MAA Reappointments** - Exhibit #23-302
- 11. **Secretaries Reappointments** - Exhibit #23-303
- 12. **LPN Reappointments** - Exhibit #23-304
- 13. **Educational Services Reappointments** - Exhibit #23-305
- 14. **Job Coach Reappointments** - Exhibit #23-306
- 15. **Athletics/Co-Curricular/Clubs** - Exhibit #23-307
- 16. **ESEA Tutors** - Exhibit #23-308
- 17. **Volunteers** - Exhibit #23-309
- 18. **Extended School Year Staff** - Exhibit #23-310
- 19. **Supplemental Reading & Math** - Exhibit #23-311

Approval of Items 1 - 19:

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

XII. Suspensions

A. Suspensions - Exhibit #23-312

B. Superintendent’s HIB Report

MOTION:

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

- Substantiated
 - UES #6
 - UES #7

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

XIII. Informational Only

A. Enrollment Information - April 3, 2023

School	2021-2022	2022-2023
High School	1284	1267
Middle School	610	623
Upper Elementary School	867	870
Elementary Schools	<u>1093</u>	<u>1140</u>
Total	3854	3900

XIV. Old Business

XV. New Business

XVI. Public Comment

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.

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.

A. Open Public Comment

MOTION:

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

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

B. Public Comment

1. Carol Herb, Media Specialist, thanked the staff who helped to make the Book Fair a success.
2. Christian Heine, WAMS Teacher, thanked WAMS staff for Spirit Week preparations.
3. Cindy Honeyford, WAMS Teacher, thanked Baker staff for spring concert performances.
4. Tim Hurley, MHS Teacher, thanked MHS Choir staff.
5. Maureen Ioanucci, South Valley Guidance Counselor, thanked the South Valley staff for the garden maintenance.
6. Dayna Hendrickson, South Valley Elementary Teacher, thanked MEF for grant initiative for lighting controls.
7. Katherine Humes, Roberts Elementary Teacher, thanked Roberts staff for celebrating Autism Awareness.

C. Close Public Comment

MOTION:

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

Moved by: Mrs. Makopoulos Second: Mrs. Miller Vote: Unanimous

XVII. Good of the Order

XVIII. Adjournment - 8:16 p.m.

Moved by: Ms. Romano

Second: Mr. Weeks

Vote: Unanimous

Respectfully submitted,

James M. Heiser, CPA
Board Secretary