

**The Board of Education of Moorestown Township  
Moorestown, New Jersey  
Public Agenda  
William Allen Middle School  
June 20, 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 #23-346:

May 16, 2023 Executive Session

May 16, 2023 Regular Meeting

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**B. President’s Remarks**

**C. Superintendent’s Update**

1. Retirement Recognition
  - a) High School: Allen Kolchinsky, Cynthia Allen, Annette Burke, Susan Bennett, Bryan Wright
  - b) Middle School: Allison Longmuir, Shawn Pickul, Matthew Keith
  - c) UES: Marcia Stetler-Klock, Marissa Paglione, Carol Wiggans, Patricia Moore, George Trauger
  - d) South Valley: Judith Meyer, Denise Semptimphelter
2. General Update
3. SSDS Presentation / HIB Self-Assessment Presentation - Cheri Caravano

**D. Student Board Representative Reports**

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

**E. Board Committee Reports - Questions and Comments**

1. Ad Hoc Committee on Housing Development - Mark Villanueva
2. Communications - Jill Fallows Macaluso
3. Curriculum - Lauren Romano
4. Finance and Operations - Maurice Weeks
5. 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 Secretary** - April, 2023 - Exhibit #23-347
- 2. Treasurer’s Report** - March, 2023 - Exhibit #23-348
- 3. Cafeteria Report** - April and May, 2023 - Exhibit #23-349

**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 April, 2023 attached as Exhibit #23-350.

**5. Approval of Bills**

I recommend approval of the bills, in the amount of \$8,054,853.03 attached as Exhibit #23-351.

**Approval of Items 1 - 5:**

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**IX. Recommendations of the Superintendent**

**A. 2022-2023 Remote Learning Plan**

A resolution is requested approving the 2022 – 2023 Remote Learning Plan. Each school district must annually submit a proposed program for emergency virtual or remote instruction (plan) to the New Jersey Department of Education. The plan will be implemented during an LEA closure lasting more than 3 consecutive school days due to a declared state of emergency, declared public health emergency, or a directive by the appropriate health agency or officer to institute a public health related closure. If instituted, this plan will utilize virtual or remote instruction to satisfy the 180-day requirement, pursuant to N.J.S.A. 18A:7F-9.

MOTION:

I recommend that the Board approve the 2022-2023 Remote Learning Plan as per the attached Exhibit #23-352.

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 students listed on Exhibit #23-353 for the 2022-2023 school year.

**2. Special Education Out-of-District Placements 2023-2024**

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

MOTION:

I recommend that the Board approve the students with special needs at the placements listed on Exhibit #23-354 for the 2023-2024 school year at the locations indicated at the approved tuition rates with transportation provided.

**3. Burlington County Alternative School Placements for 2023-2024**

The student listed is recommended for placement in the program at Burlington County Alternative School for the 2023-2024 school year.

MOTION:

I recommend that the Board approve the student on Exhibit #23-355 for the 2023-2024 school year at Burlington County Alternative School at the prevailing tuition rate not to exceed state maximum rate with transportation provided.

**4. Special Education In-District Placements 2023-2024**

The following students with special needs have been recommended for placement in a Moorestown Township Special Education Program. The sending district will bear the cost for Tuition, 1:1 aide (if needed) and provide transportation.

MOTION:

I recommend that the Board approve the students with special needs listed on Exhibit #23-356 for placement in a Moorestown Township Special Education Program for the 2023-2024 school year at the appropriate rate of Tuition with transportation provided by the sending districts. The sending district will bear the cost for a 1:1 aide if needed.

**5. Special Education Services Contract**

MOTION:

I recommend that the Board approve the agreement attached as Exhibit #23-357 with Kathleen Rivello to serve as a Board Certified Behavior Analyst.

**6. Special Education Services Contract**

MOTION:

I recommend that the Board approve the agreement attached as Exhibit #23-358 with SJ Behavior Services to provide consulting and school-based services for students with an Individual Education Plan.

**Approval of Items 1 - 6:**

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**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 #23-359.

**2. Donations**

MOTION:

I recommend the Board accept the following donations:

- \$100 from Kristen & Scott Shimp to be used by the MHS Girls Golf Program
- \$20 from Karen Suchin to be used by the MHS Girls Golf Program
- \$75 from James & Denise Wildish to be used by the MHS Girls Golf Program
- \$730 from the Class of 1973 to be used by the MHS Student Association, with acknowledgement attached as Exhibit #23-360

**3. Annual Meeting Notice**

MOTION:

It is recommended that the schedule of regular monthly Board meetings and special Executive meetings be adopted as listed in Exhibit #23-361.

**4. Authorization for Lease Purchase**

MOTION:

A resolution is requested authorizing the award of bid for lease purchase financing for the 2023-2024 school year, as per attached Exhibit #23-362.

**5. Tuition Rates**

MOTION:

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

<b>2023-2024 TUITION RATES</b>		
	STATE/BUDGET FORMULA 2023-24	ESY RATES 15 days 2023
<b>Kindergarten</b>	\$15,498	
<b>Elementary (1-3)</b>	\$17,972	
<b>Upper Elementary (4-6)</b>	\$17,972	
<b>Middle (7-8)</b>	\$19,902	
<b>High School (9-12)</b>	\$18,806	
<b>Preschool Program</b>	\$3,600	
<b>Extended Day Kindergarten Program</b>	\$4,100	
<b>Multiply Disabled</b>	\$27,010	\$4,000 (\$266.67 per diem)
<b>Limited Language Disabilities</b>	\$44,000	\$4,000 (\$266.67 per diem)
<b>Autism</b>	\$40,919	\$4,000 (\$266.67 per diem)
<b>Preschool Disabled - FT (AU Smile)</b>	\$42,041	\$4,000 (\$266.67 per diem)

**6. Non-Resident Tuition Students**

A resolution is requested approving acceptance of non-resident tuition students for the 2023-2024 school year.

MOTION:

I recommend that the Board approve the 2023-2024 non-resident tuition students as listed in Exhibit #23-363.

**7. Bus Emergency Evacuation Drills**

In the past we have conducted two bus emergency evacuation drills at each school each year. The State requires formal Board acknowledgement.

MOTION:

I recommend that the Board acknowledge that school bus emergency evacuation drills were conducted to date for the 2022-23 school year for South Valley, Baker, Roberts, High School, Middle School and Upper Elementary School in accordance with N.J.A.C.6A:27-11.2 attached as Exhibit #23-364.

**8. Interlocal Services Agreement – IT Services**

MOTION:

A resolution is requested approving the shared services agreement with Delanco Township Board of Education as per attached Exhibit #23-365.

**9. Athletic Organization Membership 2023-2024**

MOTION:

I recommend that the Board approve the 2023-24 memberships in the New Jersey State Interscholastic Athletic Association, the South Jersey Interscholastic Swim League for Girls Swimming, the Olympic Conference and the West Jersey Football League for Football.

**10. Chapter 47 Annual Notification**

MOTION:

Pursuant to PL 2015, Chapter 47 the Moorestown Board of Education intends to renew, award, or permit to expire the contracts previously awarded by the board of education, as attached in Exhibit #23-366. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et.seq, NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq.

**11. Exchange Student Sponsoring Agency Approval**

MOTION:

I recommend that the Board approve CSIET's Education First High School Exchange Year Program as a sponsoring Agency for an upcoming exchange student from Italy for the 2023-2024 school year as per the attached Exhibit #23-367.

**12. Camden County Educational Services Commission Agreement 2023-2024**

MOTION:

I recommend that the Board approve the Camden County Educational Services Commission General Services Contract for 2023-2024, attached as Exhibit #23-368.

**13. Cancellation of Outstanding Checks**

MOTION:

I recommend the Board approve the cancellation of outstanding checks as listed in Exhibit #23-369.

**14. Food Service Management Contract**

MOTION:

A resolution is requested renewing the food service management contract for NutriServe Food Management, Inc. at the per meal fee of \$0.2567 per student meal, for the 2023-24 school year with a breakeven guarantee as per the attached Exhibit #23-370.

**15. School Lunch Prices**

MOTION:

Section 205 of the Healthy, Hunger-Free Kids Act of 2010 includes a provision that requires Local Education Agencies (LEAs) participating in the National School Lunch Program (NSLP) to ensure that schools are not offsetting the cost of full price paid meals with the free or reduced price federal meal reimbursement received. This provision was effective July 1, 2011 and requires LEAs to compare the average price charged for full priced lunches to the difference between the Federal reimbursement provided for free lunches and the Federal reimbursement for paid lunches.

	2023-2024 Price
Elementary Schools	2.95
Upper Elementary School	3.20
Middle School	3.20
High School	3.20
Premium Lunch (WAMS and MHS only)	3.50
Breakfast program (Roberts Elementary School only):	
Student	1.55
Adult	2.50
Kindergarten Milk/Juice	.60
Adult Lunches	4.50

**16. Summer Enrichment Rates 2023-2024**

MOTION:

I recommend the Board approve the 2023-2024 summer enrichment rates attached as Exhibit #23-371.

**17. CJ Pride**

MOTION:

I recommend that the Board approve a resolution authorizing Moorestown Township Board of Education to enter into a Joint Services Agreement with Central Jersey Program for Recruitment of Diverse Educators ("CJ PRIDE"), attached as Exhibit #23-372.

**18. Transfer to Capital Reserve (not to exceed)**

MOTION:

WHEREAS, N.J.S.A. 6A:23A-14.4 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 up to \$10,000,000 may be transferred 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.

**19. Transfer to Maintenance Reserve (not to exceed)**

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 up to \$2,000,000 may be transferred 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.

**20. Student Transportation Bid Award**

MOTION:

I recommend the Board approve the bid results for Bid #23-07 “Student Transportation Services To and From School”, opened on June 20, 2023 at 10:00 a.m. and award contracts as follows: *(table TBD pending bid opening)*

<u>Route</u>	<u>Vendor</u>	<u>Per Diem</u>	<u>Total Cost</u>

**21. Athletic Schedules - Fall 2023**

MOTION:

I recommend the board approve the High School and Middle School athletic schedules for Fall, 2023 as per Exhibit #23-373.

**22. Teacher Evaluation System Annual Adoption**

MOTION:

**Whereas**, The Teacher Effectiveness and Accountability for the Children of New Jersey Act requires all New Jersey Public School districts to adopt educator evaluation rubrics that include state-approved teacher and principal practice evaluation instruments; and

**Whereas**, the superintendent recommends that the Moorestown Township Public Schools Teacher Evaluation Model be adopted by the Moorestown Township Public Schools;

**Therefore**, The Board of Education adopts the Moorestown Township Public Schools Teacher Evaluation Model for the 2023-2024 school year.

**23. Principal Evaluation System Annual Adoption**

MOTION:

**Whereas**, The Teacher Effectiveness and Accountability for the Children of New Jersey Act requires all New Jersey Public School districts to adopt educator evaluation rubrics that include state-approved teacher and principal practice evaluation instruments; and

**Whereas**, the superintendent recommends that the Mid-Continent Research for Education and Learning (McREL) Balanced Leadership Principal Evaluation Model be adopted by the Moorestown Township Public Schools;

**Therefore**, The Board of Education adopts the Mid-Continent Research for Education and Learning (McREL) Balanced Leadership Principal Evaluation Model for the 2023-2024 school year.

**Approval of Items 1 - 23:**

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**D. Employee Relations**

1. **Job Descriptions - Exhibit #23-374**
  - a) EDC Coordinator
  - b) Assistant Superintendent for Curriculum, Instruction and Innovation
2. **Creation of Assistant Superintendent of Curriculum, Instruction and Innovation position and Abolishing the Director of Curriculum, Instruction, and Innovation position**
3. **Authorizing the submission of the draft contract for Dr. Karen Benton, Assistant Superintendent of Curriculum, Instruction, and Innovation to the Executive County Superintendent, and pending the approval of the Executive County Superintendent, authorizing the implementation of said contract.**
4. **Authorizing the submission of the draft contract for Mr. Joseph Bollendorf, Interim Superintendent to the Executive County Superintendent, and pending the approval of the Executive County Superintendent, authorizing the implementation of said contract.**
5. **Authorizing the submission of the draft contract for Mr. James M. Heiser, School Business Administrator / Board Secretary to the Executive County Superintendent, and pending the approval of the Executive County Superintendent, authorizing the implementation of said contract.**
6. **Appointments - Exhibit #23-375**
7. **Resignation - Exhibit #23-376**
8. **Leaves of Absence - Exhibit #23-377**
9. **Administrative Leave - Exhibit #23-378**
10. **Substitutes - Exhibit #23-379**
11. **Change In Assignment - Exhibit #23-380**
12. **Movement on Salary Guide - Exhibit #23-381**
13. **Black Seal Stipend - Exhibit #23-382**

- 14. Paraprofessional Reappointments - Exhibit #23-383**
- 15. Non-Affiliated Reappointments - Exhibit #23-384**
- 16. EDC Staff Reappointments - Exhibit #23-385**
- 17. Bus Drivers Reappointments - Exhibit #23-386**
- 18. Secretary Reappointments - Exhibit #23-387**
- 19. Delanco Shared Services - Exhibit #23-388**
- 20. Athletics/Co-Curricular/Clubs - Exhibit #23-389**
- 21. Practicum Students & Student Teachers - Exhibit #23-390**
- 22. ESEA Tutors - Exhibit #23-391**
- 23. WL Summer Testing Proctors - Exhibit #23-392**
- 24. Presenters - Exhibit #23-393**
- 25. Curriculum Writing Staff - Exhibit #23-394**
- 26. Volunteers - Exhibit #23-395**
- 27. Homebound Instructor - Exhibit #23-396**
- 28. Summer Enrichment Staff Adjustment - Exhibit #23-397**
- 29. Extended School Year Staff - Exhibit #23-398**
- 30. Summer Teaching Support - Exhibit #23-399**
- 31. Summer Transportation Staff - Exhibit #23-400**
- 32. CST Summer Evaluations Staff - Exhibit #23-401**
- 33. Summer Staff Hours - Exhibit #23-402**
- 34. Summer Painters - Exhibit #23-403**

**Approval of Items 1 - 34:**

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**X. Suspensions**

- A. Suspensions - Exhibit #23-404**

**B. Superintendent’s HIB Report**

MOTION:

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

- Unsubstantiated
  - UES - #8
  - UES - #9
  - WAMS - #6
  
- Substantiated
  - HS #10

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**XI. Informational Only**

**A. Enrollment Information - June 1, 2023**

School	2021-2022	2022-2023
High School	1283	1264
Middle School	611	624
Upper Elementary School	869	872
Elementary Schools	<u>1098</u>	<u>1140</u>
Total	3861	3900

**XII. Old Business**

**XIII. New Business**

**A. RESOLVED**, that the Board of Education authorize the Superintendent of Schools, in consultation with the Board Leadership, to fill vacancies in existing job classifications during the months of June, July and August 2023, if no Board meetings are scheduled; and be it further

RESOLVED, that the Board of Education give final approval of all hiring at the next regular Board meeting.

Moved by: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**XIV. 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: \_\_\_\_\_ 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: \_\_\_\_\_