

**The Board of Education of Moorestown Township
Moorestown, New Jersey
Public Agenda
William W. Allen Middle School
March 20, 2018 – 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 June 1, 2017
- B. Notice filed with the Burlington County Times on June 1, 2017

II. Moment of Silence

III. Pledge of Allegiance

IV. Roll Call

Mr. Jack Fairchild
Mrs. Tinamarie Nicolo-Dorfner
Mr. Brandon Pugh
Ms. Lauren Romano
Mr. Dimitri Schneiberg
Mr. Mark Villanueva
Mr. Maurice Weeks

Mr. David A. Weinstein, Vice President
Dr. Sandra Alberti, President

Mr. Arthur F. Risdén, Esq., Solicitor
Dr. Scott McCartney, Superintendent
Mrs. Joanne D'Angelo, Business Administrator/Board Secretary
Ms. Carole Butler, Director of Curriculum and Instruction
Dr. David Tate, Director of Special Education
Mrs. Debora Belfield, Director of Personnel
Mr. Jeffrey Arey, Director of Instructional Technology

V. Routine Matters

A. Minutes

Approval of minutes for the following meetings attached as Exhibit #18-221:

February 20, 2018 Executive Session
February 20, 2018 Regular Meeting

February 21, 2018 Special Meeting
February 28, 2018 Special Meeting

Moved by: _____ Second: _____ Vote: _____

B. Communications

C. Educational Highlights –Superintendent’s Monthly Report

- General Updates – Safety and Security
- Budget Presentation
- Presentation – WAMS Schedule – Matthew Keith, Principal

D. Student Board Representatives

E. Board Committee Reports – Questions and Comments

F. Public Comment on Agenda Items

VI. Reports to the Board

A. Business Administrator/Board Secretary

1. **Financial Reports of the Board Secy.** – January, 2018 – Exhibit #18-222
2. **Cafeteria Report** – February, 2017 – Exhibit #18-223

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.

3. Approval of Budget Transfers

I recommend approval of the budget transfers for the month of January, 2018 attached as Exhibit #18-224.

4. Approval of Bills

I recommend approval of the bills, in the amount of \$7,975,072.53 attached as Exhibit #18-225.

Approval of Items 1 – 4:

Moved by: _____ Second: _____ Vote: _____

VII. Recommendations of the Superintendent

A. 2017-2018 District Calendar Revision

The 2017-2018 District Calendar has been revised and attached as Exhibit #18-226.

MOTION:

I recommend that the revision to the 2017-2018 District Calendar be approved.

Moved by: _____ Second: _____ Vote: _____

B. Policies and Procedures

1. First Reading

The Policy Committee has reviewed the file codes listed in the attached exhibit and recommends the Policies and Regulations be entered on first reading.

- Policy 9400 – News Media Relations
- Policy 6620 – Petty Cash

MOTION:

I recommend that the Board enter on first reading the Policies listed above as Exhibit #18-227.

2. Second Reading

The Policy Committee has reviewed the file codes listed in the attached exhibit and recommends the Policies and Regulations be entered and adopted on second reading.

- Policy 3437 – Military Leave
- Policy 4437 – Military Leave
- Policy 8507 – Breakfast Offer Versus Serve (OVS)
- Policy 9242 – Use of Electronic Signatures
- Policy 7440 – School District Security
- Policy 8630 – Bus Driver/Bus Aid Responsibility
- Regulation 7440 – School District Security
- Regulation 8630 – Bus Driver/Bus Aid Responsibility

MOTION:

I recommend that the Board enter and adopt on second reading the Policies listed above as Exhibit #18-228.

Moved by: _____ Second: _____ Vote: _____

C. Educational Program

1. Special Education Out-of-District Placements 2017-18

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 #18-229 for the 2017-18 school year at the locations indicated at the approved tuition rates with transportation provided.

2. Burlington County Alternative School Placements for 2017-18

The students listed are recommended for placement in the program at Burlington County Alternative School.

MOTION:

I recommend that the Board approve the students on Exhibit #18-230 for the 2017-18 school year at Burlington County Alternative School at the prevailing tuition rate not to exceed state maximum rate with transportation provided.

3. Special Education In-District Placements 2017-18

The following student with special needs has been recommended for placement in a Moorestown Township Special Education Program. The sending district will bear the cost for 1:1 aide.

MOTION:

I recommend that the Board approve the student with special needs listed on Exhibit #18-231 for placement in a Moorestown Township Special Education Program for the 2017-18 school year at the appropriate rate of tuition with transportation provided by the sending district. The sending district will bear the cost for a 1:1 aide.

4. Homeless Placements 2017-18

The following homeless placements are recommended.

MOTION:

I recommend that the Board approve the homeless student placements listed on Exhibit #18-232 for the 2017-18 school year at the locations indicated and at the approved district tuition rates, where applicable.

5. Home Instruction 2017-18

Home Instruction students during the 2017-18 school year.

MOTION:

I recommend that the Board approve the Home Instruction students listed on Exhibit #18-233 for the 2017-18 school year.

Approval of Items 1 – 5:

Moved by: _____ Second: _____ Vote: _____

D. Finance and Business

1. Travel and Related Expense Reimbursement – 2018-2019

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 \$250 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 \$135,700 for all staff and board members.

2. Adoption of the Tentative Budget

MOTION:

BE IT RESOLVED that the tentative budget be approved for the 2018-2019 School Year using the 2018-2019 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
2018-19 Total Expenditures	72,016,232	1,168,699	5,211,057	78,395,988
Less: Anticipated Revenues	9,080,203	1,168,699	415,979	10,664,881
Taxes to be Raised	62,936,029	0	4,795,078	67,731,107

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 in the William Allen Middle School, Moorestown, New Jersey on May 1, 2018 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2018-2019 School Year.

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 #18-234.

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 #18-235.

5. Exchange Student Sponsoring Agency Approval

MOTION:

I recommend that the Board approve Forte International Exchange Association (FIEA) as a sponsoring Agency for an upcoming exchange student from Italy for the 2018-2019 school year as per the attached Exhibit #18-236.

6. Non-Resident Tuition Students

A resolution is requested approving acceptance of non-resident tuition students for the 2017-2018 school year.

MOTION:

I recommend that the Board approve the 2017-2018 non-resident tuition student as listed in Exhibit #18-237.

7. Overnight Student Trips

The Operations and Facilities Committee has reviewed and recommends approval of the following trips:

MOTION:

I recommend that the Board approve the overnight trips listed below and detailed in the attached Exhibit #18-238.

- | | | |
|------------------------------------|---------------|--------------------|
| a. Foreign Language Trip - revised | Spain | 3/28/18 to 4/6/18 |
| b. Girls Lacrosse | Wilton, CT | 3/23/18 to 3/24/18 |
| c. First Robotics | Bethlehem, PA | 4/5/18 to 4/7/18 |

8. 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 2017-18 school year as listed in Exhibit #18-239.

9. Food Service Management Contract

MOTION:

A resolution is requested renewing the food service management contract for Nutri-Serve Food Management Inc. at the per meal fee of \$.1305 per student meal, \$.0783 per meal equal and the meal equal factor of \$1.00 for the 2018-19 school year as per the attached Exhibit #18-240.

10. Grounds Services

MOTION:

A resolution is requested approving a one-year extension to the award of bid for Grounds Services to Moon Landscaping at a rate increase of 2.25%.

11. Aces Gas and Electric Bid

MOTION:

I recommend that the Board approve the resolutions attached as Exhibit #18-241 to participate in the ACES gas and electric bid.

12. SEMI Corrective Action Plan

MOTION:

Special Education Medicaid Initiative (SEMI) allows for recovery of a portion of costs for Medicaid-covered services provided to Medicaid-eligible, Special Education students.

NJDOE Accountability Regulations, N.J.A.C. 6A:23A-5.3, require every school district take appropriate steps to maximize participation in the SEMI program by following the policies and procedures and to comply with program requirements including:

- Include 90% of annual revenue projection in district's budget
- By the end of each fiscal year, district must achieve:
 - 100% budgeted fee-for-service revenue
 - 90% parental consent response documented

Since Moorestown did not achieve the annual revenue projected by the State in the 2016-17 school year, it is necessary to implement a Corrective Action Plan as attached.

Be it resolved that the Corrective Action Plan attached as Exhibit #18-242 be approved.

13. OFAC Corrective Action Plan

MOTION:

Pursuant to N.J.A.C. 6A:23A-5.6, the School District must respond to the investigation report as follows:

- (a) Any school district that has been subject to an audit or investigation by the Department’s Office of Fiscal Accountability and Compliance (OFAC) shall discuss the findings of the audit or investigation at a public meeting of the district board of education no later than 30 days after receipt of the findings.
- (b) Within 30 days of the public meeting required in (a) above, the district board of education shall adopt a resolution certifying the findings were discussed in a public board meeting and approving a corrective action plan to address the issues raised in the findings. This resolution shall be submitted to OFAC within 10 days of adoption by the district board of education.

Be it resolved that the Corrective Action Plan attached as Exhibit #18-243 be approved and posted on the district’s website.

Approval of Items 1 – 13:

Moved by: _____ Second: _____ Vote: _____

E. Employee Relations

1. Appointments

Subject to background checks as required by P.L. 1986 c116, for the 2017-2018 school year.

Administrative Staff

No actions recommended at this time.

Professional Staff

- a. Christopher Jala, as a Long Term Substitute Music and Orchestra Teacher at the Upper Elementary School. Mr. Jala has a BA from West Chester University. He has been placed on Column BA, Step 1 of the Teacher Salary Guide at a salary of \$49,500.00 prorated, effective on or about March 26, 2018 through June 30, 2018 (temporary leave replacement).

Support Staff

- a. Jiayou Nasife, as a Paraprofessional at the George Baker Elementary School. Ms. Nasife has been placed on Column Para, Step 1 of the 2017-2018 Paraprofessional Salary Guide at an hourly rate of \$10.60 for an annual salary of \$7,886.40 prorated, 4 hours per day, effective on March 26, 2018 through June 30, 2018.
- b. Christine Leuliette, as a Paraprofessional at the Mary Roberts Elementary School. Ms. Leuliette has been placed on Column Para AA/BS, Step 1 of the 2017-2018 Paraprofessional Salary Guide at an hourly rate of \$11.40 for an annual salary of \$9,541.80 prorated, 4.5 hours per day, effective on March 26, 2018 through June 30, 2018.

- c. Maria Mullock, as a Paraprofessional at the Mary Roberts Elementary School. Ms. Mullock has been placed on Column Para AA/BS, Step 1 of the 2017-2018 Paraprofessional Salary Guide at an hourly rate of \$11.40 for an annual salary of \$10,071.00 prorated, 4.75 hours per day, effective on March 26, 2018 through June 30, 2018.
- d. Lisa Buck, as a Paraprofessional at the Upper Elementary School. Ms. Buck has been placed on Column Para AA/BS, Step 1 of the 2017-2018 Paraprofessional Salary Guide at an hourly rate of \$11.40 for an annual salary of \$14,312.70 prorated, 6.75 hours per day, effective on March 26, 2018 through June 30, 2018.
- e. Megan Danysh, as a Paraprofessional at the Upper Elementary School. Ms. Danysh has been placed on Column Para EDUC, Step 2 of the 2017-2018 Paraprofessional Salary Guide at an hourly rate of \$12.70 for an annual salary of \$9,448.80 prorated, 4 hours per day, effective on March 19, 2018 through June 30, 2018.
- f. Antonio Dreadin, as a Child Caregiver for the Extended Day Care Program at the George Baker Elementary School and the Upper Elementary School. Mr. Dreadin's hourly rate is \$10.50 for 10 hours per week as directed, effective on or about April 9, 2018 through June 21, 2018.
- g. Alana Kim, as an Assistant PM Child Caregiver for the Extended Day Care Program at the George Baker Elementary School. Ms. Kim's hourly rate is \$8.44 for 2 hours per day, 1 day per week as directed, effective on or about March 26, 2018 through June 21, 2018.
- h. Lauren Salerno, as an Assistant PM Child Caregiver for the Extended Day Care Program at the George Baker Elementary School. Ms. Salerno's hourly rate is \$8.44 for 2 hours per day, 2 days per week as directed, effective on April 9, 2018 through June 21, 2018.

2. Leave of Absence and Extensions to Leave of Absence

Administrative Staff

No actions recommended at this time.

Professional Staff

- a. Michelle Dzamko, a 2nd Grade Teacher at the George Baker Elementary School, an unpaid Child Rearing Leave of Absence April 9, 2018 through June 30, 2018.
- b. Katie Paetzold, an Art Teacher at the George Baker Elementary School, an unpaid Family Medical Leave of Absence March 30, 2018 through June 1, 2018.
- c. Leslie Ackerman, a 2nd Grade Teacher at the Mary Roberts Elementary School, unpaid NJFLA Medical Leave of Absence February 1, 2018 through March 8, 2018; an unpaid Child Rearing Leave of Absence March 9, 2018 through June 30, 2018.

- d. Deborah McGeorge, a 6th Grade Teacher at the Upper Elementary School, an unpaid Leave of Absence March 5, 2018 and March 16, 2018.
- e. Jennifer Neidig, an Art Teacher at the Middle School, a paid Medical Leave of Absence April 9, 2018 and April 13, 2018.
- f. John Beatrice, a Special Education Teacher at the High School, a paid Medical Leave of Absence March 7, 2018 through March 15, 2018.
- g. Courtney Darling, an English Teacher at the High School, an unpaid Family Medical Leave of Absence September 1, 2018 through December 4, 2018.

Support Staff

- a. Nicole Szymanski, a Paraprofessional at the Mary Roberts Elementary School, an unpaid Leave of Absence .5 February 12, 2018 and February 13, 2018.
- b. Cynthia LaRue, a Paraprofessional at the Mary Roberts Elementary School, a .5 unpaid Leave of Absence March 14, 2018.
- c. Lester Yapple, a Head Custodian at the Mary Roberts Elementary School, a paid Medical Leave of Absence February 22, 2018 through March 23, 2018.
- d. Gina Yaroch, a Paraprofessional at the South Valley Elementary School, an unpaid Leave of Absence February 19, 2018 through February 21, 2018.
- e. Lydia Alvarez, a Paraprofessional at the Upper Elementary School, an unpaid Leave of Absence April 9, 2018, May 3, 2018 and May 4, 2018.
- f. Barbara Bishop, a Paraprofessional at the Upper Elementary School, an unpaid Leave of Absence March 21, 2018 through March 23, 2018.
- g. Michelle Kearns, a Paraprofessional at the Upper Elementary School, an unpaid Leave of Absence April 9, 2018.
- h. Cynthia Solomon, a Paraprofessional at the Upper Elementary School, an unpaid Leave of Absence March 16, 2018.
- i. Alicia Thomas-Cranshaw, a Paraprofessional at the Middle School, an unpaid Medical Leave of Absence March 7, 2018 and March 9, 2018.
- j. Helena Evans, a Paraprofessional for the Transportation Department and a Part Time 1:1 Nurse at the Upper Elementary School, an unpaid Leave of Absence March 16, 2018.

3. Change of Assignment

Administrative Staff

No actions recommended at this time.

Professional Staff

No actions recommended at this time.

Support Staff

- a. Wendy McCarty, from a .6 FTE Paraprofessional at the Upper Elementary School to a Full Time Paraprofessional at the Middle School. Ms. McCarty has been placed on Column Para +30, Step 3 of the 2017-2018 Paraprofessional Salary Guide at an hourly rate of \$11.89 (6.75 hours per day) for an annual salary of \$14,927.90 prorated, effective February 22, 2018 through June 30, 2018.
- b. Jay Sklarsky, a Paraprofessional at the High School from 6.75 hours to 7.75 hours effective February 20, 2018 through June 30, 2018.

4. Retirement

Administrative Staff

- a. Leisa Karanjia, a Principal at the South Valley Elementary School, after 20 years of service to the District, effective June 30, 2018.

Professional Staff

- a. Norma Wright, a Kindergarten Teacher at the South Valley Elementary School, after 18 years of service to the District, effective June 30, 2018.
- b. Kathleen Lipinski, a Social Studies Teacher at the High School, after 20 years of service to the District, effective June 30, 2018.

Support Staff

- a. Karen Mogel, a Paraprofessional at the Upper Elementary School, after 14 ½ years of service to the District, effective June 30, 2018.

5. Termination

Administrative Staff

No actions recommended at this time.

Professional Staff

No actions recommended at this time.

Support Staff

- a. Employee #5002, a Child Caregiver for the Extended Day Program at the South Valley Elementary School, effective March 7, 2018.

6. Extension of Contract

Administrative Staff

- a. Raymond Kelly, as an Interim Athletic Supervisor for the District. Mr. Kelly's compensation will be \$450.00 per day, 5 days per week effective April 1, 2018 through May 31, 2018.

Professional Staff

- a. Claudia Castelli as a Long Term Substitute 2nd Grade Teacher at George Baker Elementary School, effective April 11, 2018 through June 30, 2018 (temporary leave replacement).
- b. Jessica Kuder, as a Long Term Substitute Art Teacher at the George Baker Elementary School, effective May 13, 2018 through June 5, 2018 (temporary leave replacement).
- c. Rossella Cusumano, as a Long Term Substitute 2nd Grade Teacher at the Mary Roberts Elementary School, effective February 3, 2018 through June 30, 2018 (temporary leave replacement).

Support Staff

No actions recommended at this time.

- 7. **Substitutes** – Exhibit #18-244
- 8. **Movement on the Salary Guide** – Exhibit #18-245
- 9. **Administrative Leave** – Exhibit #18-246
- 10. **Title I Tutoring Staff** – Exhibit #18-247
- 11. **Creative Minds** – Exhibit #18-248
- 12. **Athletics** – Exhibit #18-249

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

VIII. Suspensions and HIB Report

- A. Suspensions** – Exhibit #18-250
- B. Superintendent’s HIB Report**

MOTION:

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

- Substantiated
 - WAMS – 4
- Unsubstantiated:
 - HS - #10

Moved by: _____ Second: _____ Vote: _____

IX. Informational Only

A. Enrollment Information – March 1, 2018 – Exhibit #18-251

	2016-2017	2017-2018
High School	1317	1275
Middle School	613	638
Upper Elementary School	872	893
Elementary School	1079	1144
Total	3881	3949

B. Old Business

- a. Board Goals Update

C. New Business

- a. Introduction to Community Engagement Series

D. Public Comments

X. Adjournment

Moved by: _____ Second: _____ Vote: _____

The Board of Education of Moorestown Township
Moorestown, New Jersey
ADDENDUM

William W. Allen Middle School
March 20, 2018 – 7:00 p.m.

VII. Recommendations of the Superintendent

D. Finance and Business

14. Bid Award

MOTION:

I recommend the Board approve the award of bid for New Fire Suppression Water Supply at Moorestown High School to Crown Pipeline Construction Co. in the amount of \$71,755.63, as per the attached Exhibit #18-252.

Moved by: _____ Second: _____ Vote: _____

E. Employee Relations

1. Appointments

Subject to background checks as required by P.L. 1986 c116, for the 2018-2019 school year.

Administrative Staff

- a. Shawn Counard, as a Supervisor of Physical Education and Health and Athletic Director for the District. Mr. Counard has an MA from Wilmington University. His annual salary will be \$110,00.00 prorated, effective on July 1, 2018 through June 30, 2019.

Moved by: _____ Second: _____ Vote: _____