

**The Board of Education of Moorestown Township
Moorestown, New Jersey
MINUTES
William Allen Middle School
November 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 June 30, 2023
- B. Notice filed with the Burlington County Times on June 30, 2023

II. Moment of Silence

III. Pledge of Allegiance

IV. Roll Call

Present	Mrs. Melissa Arcaro Burns
Present	Mrs. Jill Fallows Macaluso (arrived 5:56 p.m.)
Present	Dr. Brooke Mailhiot
Present	Mrs. Danielle Miller
Present	Mrs. Claudine Morano
Present	Ms. Lauren Romano
Absent	Mr. Maurice Weeks
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, Assistant Superintendent of Curriculum, Instruction and Innovation
Present	Dr. David Tate, Director of Special Education
Present	Ms. Carole Butler, Director of Human Resources, Inclusion and Diversity
Present	Mr. Jeffrey Arey, Director of Educational Technology and Innovation

V. Executive Session - 5:38 p.m.

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 Student Matters
- Confidential Personnel
- Confidential Legal Matters
- Superintendent Search

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

VI. Return to Public - 6:45 p.m.

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

VII. Routine Matters

A. Minutes

Approval of minutes for the following meetings attached as Exhibit #24-116, as amended:

October 17, 2023 Executive Session

October 17, 2023 Regular Meeting

Moved by: Ms. Romano

Second: Dr. Mailhiot

Vote: 7 - 0, Abstain - 1

Abstention: Mrs. Fallows Macaluso

B. President's Remarks

1. Mr. Villanueva provided an update on new housing in Moorestown Township and the status of the potential impact of the growth of enrollment. Mr. Villanueva updated the community on the Superintendent Search. Mr. Villanueva stated that the Board intended to extend Mr. Bollendorf's contract until the end of 2024.

C. Superintendent's Update

1. General Update - Mr. Bollendorf thanked the Board and the community for the opportunity to serve the community, students and staff in Moorestown.
2. Annual Graduation Report - Dr. Karen Benton

D. Student Board Representative Reports

1. Bhavika Verma, Senior Class Liaison, updated the Board on senior class activities including applying for college. Ms. Verma also provided an update on behalf of Kyle Sumerson, Junior Class Liaison. Ms. Verma reported that the DICE committee met for the first time to discuss efforts to combat hate and racism in the school. Robust discussion occurred about how to better support students and staff in Moorestown and promote an inclusive environment.
2. Angelo Boujaoude, Sophomore Class Liaison, congratulated the Varsity Tennis team for winning the Olympic Conference championship. Mr. Boujaoude provided an update on all Fall sports activities.
3. Lily Trakis, Freshman Class Liaison, provided an update on recent activities that included the Fall play, Puffs and the Veterans Day assembly.

E. Superintendent's Update (continued)

1. Annual Graduation Report - Dr. Karen Benton updated the Board and community on the results of the Annual Graduation Report.

F. Board Committee Reports - Questions and Comments

1. Ad Hoc Committee on Housing Development - Mark Villanueva
2. Communications - Jill Fallows Macaluso updated the Board on a recent communications committee meeting. Topics included additional Communications efforts and a review of the recent expansion efforts for social media.
3. Curriculum - Lauren Romano updated the Board on a recent Curriculum committee meeting. Topics included annual curriculum adoption review, a review of the 2023 ELA updates and changes, and math curriculum changes.
4. Finance and Operations - Maurice Weeks - Mrs. Miller updated the Board on a recent Finance and Operations committee meeting. Topics included upcoming professional appointments, the 2024-2025 budget calendar, fund balance analysis, and a potential restructuring of the IT Department.

5. Policy - Claudine Morano updated the Board on the recent Policy committee meeting. Topics included items listed in first and second reading of the board agenda.

G. Off-Board Committee Updates

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

2. Public Comment on Agenda Items - None

3. Close Public Comment

MOTION:

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

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

VIII. Reports to the Board

A. Business Administrator/Board Secretary

1. **Financial Reports of the Board Secretary** - September, 2023 - Exhibit #24-117
2. **Treasurer's Report** - June and July, 2023 - Exhibit #24-118
3. **Cafeteria Report** - September, 2023 - Exhibit #24-119

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 September, 2023 attached as Exhibit #24-120.

5. Approval of Bills

I recommend approval of the bills, in the amount of \$14,967,490.92 attached as Exhibit #24-121.

Approval of Items 1 - 5:

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

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 and Regulation be entered on first reading:

- Policy/Regulation 2419 School Threat Assessment Teams

MOTION:

I recommend that the Board enter on first reading the Policy and Regulation listed above as Exhibit #24-122.

2. Second Reading

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

- Policy 1511 BOE Website Accessibility
- Policy 6112 Reimbursement of Federal and Other Grant Expenditures
- Expenditures
- Policy/Regulation 6115.01 Federal Awards-Funds Internal Controls
- Policy 6311 Contracts for Goods or Services Funded by Federal Grants

MOTION:

I recommend that the Board enter and adopt on second reading the Policies and Regulation listed above as Exhibit #24-123.

Approval of Items 1 - 2:

Moved by: Mrs. Morano Second: Dr. Mailhiot Vote: Unanimous

B. Educational Program

1. Home Instruction 2023-2024

Approval is requested for Home Instruction for students during the 2023-2024 school year.

MOTION:

I recommend that the Board approve the Home Instruction students listed on Exhibit #24-124 for the 2023-2024 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 placement listed on Exhibit #24-125 for the 2023-2024 school year at the location indicated at the approved tuition rates with transportation provided.

3. Burlington County Alternative School Placement 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 listed on Exhibit #24-126 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.

Approval of Items 1 - 3:

Moved by: Mrs. Arcaro Burns Second: Ms. Romano 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 #24-127.

2. 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 #24-128.

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 2023-24 school year as listed in Exhibit #24-129.

4. Overnight Student Trips

MOTION:

I recommend that the Board approve the overnight trips listed below and detailed in the attached Exhibit #24-130.

- | | | |
|--------------------|---------------------|----------------------|
| ● MHS Spanish Club | San Juan, PR | 3/31/24 to 4/6/24 |
| ● MHS Wrestling | FDU Campus | 12/27/23 to 12/28/23 |
| ● MHS Wrestling | Atlantic City, NJ | 2/28/24 to 3/2/24 |
| ● MHS Wrestling | Randolph/Sparta, NJ | 4/3/24 to 4/4/24 |
| ● MHS Girls' Track | Myrtle Beach, SC | 4/4/24 to 4/7/24 |

5. High School and Middle School Athletic Schedules - Winter 2023

MOTION:

I recommend the Board approve the High School and Middle school Winter 2023 athletic schedules as listed in Exhibit #24-131.

6. 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 2023-24 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 #24-132.

7. 2024 IDEA Grant Amendment #1 Application

The Moorestown Township Public Schools' IDEA Grant Amendment Application #1 for 2023 requires Board of Education approval. This amendment is required in order to allocate \$76,533 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>
IDEA Basic	\$0	\$33,353	\$33,353	\$1,018,533	\$104,786	\$1,123,319
IDEA Preschool	43,180	0	43,180	86,186	0	86,186

MOTION:

I recommend that the Board hereby authorize the submission of the IDEA Basic & Preschool Grant Amendment #1 application for Fiscal Year 2024, and accept the grant award of these funds upon the subsequent approval of the FY 2024 IDEA amendment application.

8. Student Transportation Bid Award

MOTION:

I recommend the Board approve the bid results for Bid #24-06 "Student Transportation Services To and From School", opened on November 15, 2023 at 2:00 p.m. and award contracts as follows:

<u>Route</u>	<u>Vendor</u>	<u>Per Diem</u>	<u>Total Cost</u>
OOD-1	Hillman's Bus Service, Inc.	\$399.99	\$53,599
OOD-2	The Ark Transit LLC	\$321.00	\$43,014

Approval of Items 1 - 8:

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

D. Employee Relations

1. **Creation of Position** - Exhibit #24-133
2. **Abolishment of Position** - Exhibit #24-134
3. **Appointments** - Exhibit #24-135, as amended
4. **Substitutes** - Exhibit #24-136
5. **Extension of Contract** - Exhibit #24-137
6. **Change in Assignment, Hours & Location** - Exhibit #24-138
7. **Leaves of Absence** - Exhibit #24-139
8. **Resignation** - Exhibit #24-140
9. **Retirement** - Exhibit #24-141

10. Title I Tutors - Exhibit #24-142

11. Athletics & Co-Curricular Clubs - Exhibit #24-143

12. Black Seal Stipend - Exhibit #24-144

13. Transportation Staff Adjustment - Exhibit #24-145

Approval of Items 1 - 13:

Moved by: Ms. Romano

Second: Dr. Mailhiot

Roll Call Vote: 8 - 0

X. Suspensions

A. Suspensions - Exhibit #24-146

B. Superintendent’s HIB Report

MOTION:

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

- Unsubstantiated
 - UES #1
- Substantiated
 - HS #1, #2

Moved by: Mrs. Arcaro Burns

Second: Dr. Mailhiot

Vote: 7 - 0, Abstain - 1

Abstention: Mrs. Fallows Macaluso

XI. Informational Only

A. Enrollment Information - November 1, 2023

School	2022-2023	2023-2024
High School	1266	1265
Middle School	617	615
Upper Elementary School	860	885
Elementary Schools	<u>1123</u>	<u>1140</u>
Total	3866	3905

XII. Old Business

XIII. New Business

A. 2024 - 2025 Budget Calendar Acknowledgement - Exhibit #24-147

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

B. Public Comment

1. Nicole Dancy, Home & School President, updated the community and Board on all recent Home and School activities.
2. Debbie Kitley thanked MHS Advisors for organizing recent activities including the Fall Play and Veterans Day Assembly.
3. Claire McGreevy thanked WAMS staff for the Day of the Dead celebration.
4. Michelle McCann thanked the Baker staff for participating in a Casual for the Cause Day which raised money for Breast Cancer.
5. Debbie McGeorge thanked UES staff for their work with students learning about Mesopotamia.
6. Kristin McKeen thanked Roberts staff and students for the recent Jump Rope for Heart fundraising event.
7. Jen Neidig thanked South Valley staff for their work with students on math activities, Diwali activities and Veterans Day activities.

C. Close Public Comment

MOTION:

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

Moved by: Mrs. Makopoulos Second: Dr. Mailhiot Vote: Unanimous

XV. Good of the Order

XVI. Adjournment - 7:46 p.m.

Moved by: Mrs. Arcaro Burns Second: Dr. Mailhiot Vote: Unanimous

Respectfully submitted,

James M. Heiser, CPA
Board Secretary