

**The Board of Education of Moorestown Township  
Moorestown, New Jersey  
Public Agenda  
William Allen Middle School  
April 30, 2024 - 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**

Ms. Melissa Arcaro Burns  
Mrs. Jaclyn Barnes  
Mrs. Jill Fallows Macaluso  
Dr. Brooke Mailhiot  
Mrs. Danielle Miller  
Mrs. Claudine Morano  
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, Assistant Superintendent 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:

- Harassment, Intimidation, and Bullying Appeal
- Ethics Training
- Confidential Personnel
- Confidential Student Matters
- Confidential Legal Matters
- Superintendent Search Update

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 #24-276

March 7, 2024 Special Meeting

March 19, 2024 Executive Session

March 19, 2024 Regular Meeting

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

**B. Student Board Representative Reports**

**C. President’s Remarks**

**D. Superintendent’s Update**

- 1. General Update
- 2. Recognition: James Stathis and Anthony Ventura - Moorestown Players Courtyard
- 3. Presentation - “District-wide Project Planning and Implementation” - Fraytak Veisz Hopkins Duthie, P.C. Architects-Planners

**E. 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 on Agenda Items**

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 on Agenda Items**

MOTION:

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

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

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

- 1. Communications - Melissa Arcaro Burns
- 2. Curriculum - Danielle Miller
- 3. Finance and Operations - Maurice Weeks
- 4. Policy - Claudine Morano

**G. Off-Board Committee Updates**

**VIII. Public Hearing on the 2024-2025 Budget**

**A. Open Public Hearing on the 2024-2025 Budget**

MOTION:

I recommend that the Public Hearing on the 2024-25 Budget be opened.

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

**B. Public Hearing on the 2024-2025 Budget**

**C. Close Public Hearing on the 2024-2025 Budget**

MOTION:

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

**IX. Adoption of Final Budget - 2024-2025**

MOTION:

BE IT RESOLVED that the final budget be approved for the 2024-2025 School Year using the 2024-2025 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:

|                            | <b>General Fund</b> | <b>Special Revenues</b> | <b>Debt Service</b> | <b>Total</b> |
|----------------------------|---------------------|-------------------------|---------------------|--------------|
| 2024-25 Total Expenditures | \$89,737,261        | \$1,351,916             | \$4,869,863         | \$95,959,040 |
| Less: Anticipated Revenues | \$18,186,168        | \$1,351,916             | \$413,120           | \$19,951,529 |
| Taxes to be Raised         | \$71,551,093        | \$0                     | \$4,456,418         | \$76,007,511 |

BE IT FURTHER RESOLVED, the 2024 - 2025 budget includes a pre-budget year tax levy adjustment for an enrollment adjustment in the amount of \$53,988 and a healthcare adjustment in the amount of \$1,105,461 and of which neither are being utilized in the 2024 - 2025 budget year and will be included in banked cap for future consideration;

BE IT FURTHER RESOLVED, included in budget line 620, Budgeted Withdrawal from Capital Reserve - Excess Costs & Other Capital Projects, is \$2,849,236 for other capital project costs to replace end-of-life ventilation and boiler equipment. The total cost of this project is estimated to be \$4,637,060, of which district local share is \$2,846,236, which represents expenditures for construction and equipment elements as necessary to maintain building health, safety, and security; and

BE IT FURTHER RESOLVED, that as per N.J.A.C. 6A:23A-14.2(d) the general fund appropriations include a \$37,000 withdrawal from the Maintenance Reserve Account for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26-20.5.

MOTION:

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

**X. Reports to the Board**

**A. Business Administrator/Board Secretary**

1. **Financial Reports of the Board Secretary** - February, 2024 - Exhibit #24-277
2. **Treasurer’s Report** - February, 2024 - Exhibit #24-278
3. **Cafeteria Report** - March, 2024 - Exhibit #24-279

**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, 2024 attached as Exhibit #24-280.

**5. Approval of Bills**

I recommend approval of the bills, in the amount of \$4,485,061.91 attached as Exhibit #24-281.

**Approval of Items 1 - 5**

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

**XI. Recommendations of the Superintendent**

**A. Educational Program**

**1. Home Instruction 2023-2024**

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

**MOTION:**

I recommend the Board approve the Home Instruction students listed on Exhibit #24-282 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 program and school as mandated in the Individualized Education Program (IEP).

**MOTION:**

I recommend that the Board approve the students with special needs at the placements listed on Exhibit #24-283 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 students listed are 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 students on Exhibit #24-284 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.

I recommend

**Approval of Items 1 - 3**

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

**B. 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 #24-285.

**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 #24-286.

**3. Donations**

MOTION:

I recommend the Board accept the following donations:

- \$1,000 from Mr. Brian Kelly to be used for Boys' Golf Team
- \$500 from Mr. Lin Zheng to be used for the Boys' Tennis Team
- \$200 from Mr. & Mrs. David Broering to be used for the Girls' Golf Team
- \$100 from Mr. & Mrs. Jeffrey Klein to be used for the Girls' Golf Team

**4. 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 #24-287.

**5. Authorizing Execution and Delivery of SDA ROD Grant Agreement Approvals**

MOTION:

WHEREAS, the Moorestown Township Board of Education authorizes the execution and delivery of the Educational Facilities Construction and Financing Act Section 15 Grant Agreement Offer Letter G5-6753 SDA # 3360-060-23-G5NL for HVAC System Upgrades at George C. Baker Elementary School with a total project cost of \$4,237,060 of which \$1,694,824 will be funded by the Grant has reviewed the grant.

**6. Delegation of Authority to School Business Administrator for Supervision of the School Facilities Project**

MOTION:

WHEREAS, the Moorestown Township Board of Education hereby delegates the School Business Administrator for supervision of the School Facilities Project per the Educational Facilities Construction and Financing Act Section 15 Grant Agreement Offer Letter G5-6753 SDA # 3360-060-23-G5NL for HVAC System Upgrades at George C. Baker Elementary School.

**7. SEMI 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 2022-23 school year, it is necessary to implement an Action Plan as attached.

Be it resolved that the Action Plan attached is Exhibit #24-288 be approved.

**8. 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 #24-289.

**9. ESF Facilities Use Application**

MOTION:

A resolution is requested approving the facilities use application of ESF, subject to the executive of a mutually agreeable agreement to supplement the Facilities Use Application, as per the attached Exhibit #24-290.

**10. Burlington County Educational Services Unit Resolution - Joint Transportation Agreements**

The Burlington County Educational Services Unit was formed to coordinate and provide certain services for local school districts in Burlington County. Approval of the following Joint Transportation Agreements will allow Moorestown to participate in transportation services coordinated through this program.

MOTION:

I recommend that the Board approve Burlington County Educational Services Unit Joint Transportation Agreements for 2024-25, as listed in Exhibit #24-291.

**11. Burlington County Educational Services Unit Resolution - Professional Services**

The Burlington County Educational Services Unit was formed to coordinate and provide certain services for local school districts in Burlington County. Approval of the following Professional Services Agreement will allow Moorestown to participate in transportation services coordinated through this program.

MOTION:

I recommend that the Board approve Burlington County Educational Services Unit Joint Transportation Agreements for 2024-25, as listed in Exhibit #24-292.

**12. Tax Payment Schedule**

MOTION:

It is recommended that the Tax Schedule for the 2024-25 fiscal year Exhibit #24-293 be approved and forwarded to the Moorestown Township governing body for concurrent adoption.

**13. Superintendent Search Firm Appointment**

MOTION:

A resolution is requested approving a contract with McPherson & Jacobson L.L.C. to provide Superintendent Search Consultant services for the District, pursuant to the contract attached as Exhibit #24-294.

**14. Negotiations Committee**



**MOTION:**

It is recommended that the Board create a Negotiations Committee of the Moorestown Township Board of Education to negotiate a successor contract with the Moorestown Education Association. Members will include: Danielle Miller, Chair; Mick Weeks, Member; Claudine Morano, Member; Mark Villanueva, Member.

**15. Construction Manager of Record**

**MOTION:**

A resolution is requested approving a contract with New Road Construction to serve as the district Construction Manager of Record for the District, pursuant to the contract attached as Exhibit #24-295.

**16. Tuition Rates**

**MOTION:**

It is recommended that the board approve the following tuition rates for the 2024-25 school year:

| <b>2024 - 2025 TUITION RATES</b>              |   |                                       |
|---|---|---------------------------------------|
|   | <b>STATE/BUDGET FORMULA<br/>2024-25</b> | <b>ESY RATES<br/>15 days<br/>2024</b> |
| <b>Kindergarten</b>                           | \$15,549                                |                                       |
| <b>Elementary (1-3)</b>                       | \$17,501                                |                                       |
| <b>Upper Elementary (4-6)</b>                 | \$17,501                                |                                       |
| <b>Middle (7-8)</b>                           | \$19,891                                |                                       |
| <b>High School (9-12)</b>                     | \$19,474                                |                                       |
| <b>Preschool Program</b>                      | \$3,700                                 |                                       |
| <b>Extended Day Kindergarten Program</b>      | \$4,200                                 |                                       |
| <b>Multiply Disabled</b>                      | \$53,143                                | \$5,000<br>(\$333.33 per diem)        |
| <b>Limited Language Disabilities</b>          | \$29,782                                | \$4,000<br>(\$266.67 per diem)        |
| <b>Autism</b>                                 | \$33,735                                | \$4,000<br>(\$266.67 per diem)        |
| <b>Preschool Disabled - FT<br/>(AU Smile)</b> | \$42,616                                | \$4,500<br>(\$300.00 per diem)        |

**Approval of Items 1 - 16**

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

**C. Employee Relations**

1. **Abolishment of Position** - Exhibit #24-296
2. **Creation of Position** - Exhibit #24-297
3. **Appointments** - Exhibit #24-298
4. **Change in Assignment, Hours, Location & Salary-** Exhibit #24-299
5. **Retirement** - Exhibit #24-300
6. **Resignation** - Exhibit #24-301
7. **Leave of Absence** - Exhibit #24-302
8. **MAA Reappointment** - Exhibit #24-303
9. **Certificated Tenure Reappointment** - Exhibit #24-304
10. **Certificated Non-Tenure Reappointment** - Exhibit #24-305
11. **Athletic Trainer Reappointment** - Exhibit #24-306
12. **Building & Grounds Reappointment** - Exhibit #24-307
13. **Educational Services Reappointment** - Exhibit #24-308
14. **Job Coach Reappointment** - Exhibit #24-309
15. **LPN Reappointment** - Exhibit #24-310
16. **Secretaries Reappointment** - Exhibit #24-311
17. **Presenters** - Exhibit #24-312
18. **Grant Based Tutors** - Exhibit #24-313
19. **Athletics & Co-Curricular Clubs** - Exhibit #24-314

**Approval of Items 1 - 19**

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

**XII. Suspensions**

- A. Suspensions** - Exhibit #24-315

**B. Superintendent’s HIB Report**

MOTION:

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

- Substantiated  
 UES #5  
 UES #6  
 UES #7  
 HS #11  
 HS #12

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

**XIII. Informational Only**

**A. Enrollment Information - First School Day of Month**

| School                  | 2022-2023   | 2023-2024   |
|-------------------------|-------------|-------------|
| High School             | 1267        | 1259        |
| Middle School           | 623         | 616         |
| Upper Elementary School | 870         | 888         |
| Elementary Schools      | <u>1140</u> | <u>1145</u> |
| Total                   | 3900        | 3908        |

**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: \_\_\_\_\_ 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: \_\_\_\_\_

**XVII. Good of the Order**

**XVIII. Adjournment**

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