

**The Board of Education of Moorestown Township  
Moorestown, New Jersey  
Public Agenda  
William Allen Middle School  
August 22, 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**

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, 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:

- 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 #24-1:

June 20, 2023 Executive Session

June 20, 2023 Regular Meeting

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

**B. President’s Remarks**

**C. Superintendent’s Update**

1. General Update
2. Retirement Recognition
  - a) High School: Richard Wilczewski
  - b) Roberts: Melissa Wigley
  - c) Transportation: Mark Stum
  - d) District: Lauren McGlone

**D. Student Board Representative Reports - no report**

**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** - May and June 2023 - Exhibit #24-2
- 2. **Treasurer’s Report** - April and May, 2023 - Exhibit #24-3
- 3. **Cafeteria Report** - June, 2023 - Exhibit #24-4

**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 months of May and June, 2023 attached as Exhibit #24-5.

**5. Approval of Bills**

I recommend approval of the bills, in the amount of \$15,991,177.65 attached as Exhibit #24-6.

**Approval of Items 1 - 5:**

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

**IX. Recommendations of the Superintendent**

**A. Educational Program**

**1. 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 Programs (IEPs).

MOTION:

I recommend that the Board approve the students with special needs at the placement listed on Exhibit #24-7 for the 2023-24 school year at the location indicated at the approved tuition rates with transportation provided.

**2. 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 on Exhibit #24-8 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 - 2:**

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 #24-9.

**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 #24-10.

### **3. Donations**

MOTION:

I recommend the Board accept the following donations:

- \$50.00 from Dr. and Mrs. Jeffrey Klein to be used by the HS Girls Golf Team
- \$15,000 from Moorestown Boys Lacrosse to be used by the HS Boys Lacrosse Team
- Wrestling mats from the Moorestown Wrestling Association with an approximate value of \$12,500

### **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 #24-11.

### **5. 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 #24-12.

### **6. Phoenix Advisors**

MOTION:

A resolution is requested appointing Phoenix Advisors as Continuing Disclosure agent and Independent Registered Municipal Advisor for the 2023-24 school year as per the attached Exhibit #24-13.

### **7. Acknowledgement of Hazardous/No Cross Roads**

MOTION:

I recommend the Board acknowledge the Transportation Department's list of Hazardous or "No Cross" roads, attached as Exhibit #24-14.

### **8. Rejection of Bids**

MOTION:

WHEREAS, the Moorestown Township School District Board of Education ("the Board") advertised for bids for Student Transportation Services To and From School ("Student Transportation Services"); and

WHEREAS, the Public School Contracts Law, N.J.S.A. 18A:18A-1 *et seq.* (the “Contracts Law”), provides that the Board must award bids to the lowest responsive and responsible bidder for a project, as defined in the Contracts Law; and

WHEREAS, the Board received and publicly opened one (1) bids on July 19, 2023 in connection with the Student Transportation Services bid; and

WHEREAS, upon reviewing the bids received, it was determined by the School Business Administrator, and appropriate staff and professionals, that the bid was either materially deficient, withdrawn, or substantially exceeded the cost estimate and/or appropriation for the Student Transportation Services; and

WHEREAS, the Contracts Law provides that a board of education may reject all bids in situations where the lowest responsive bid substantially exceeds the Board’s cost estimate and/or appropriation.

BE IT RESOLVED by the Board as follows:

**Section 1** – That all bids received for the Student Transportation Services are hereby rejected.

This resolution will take effect immediately on this August 22, 2023.

**9. 2023-24 Transportation Contract Renewals**

MOTION:

I recommend the Board approve the Transportation Contract Renewals as follows:

<b>RENEWALS AT CPI RATE 5.86%</b>			
MS66	GST	\$134.97	\$24,564.54
UES66	GST	\$134.97	\$24,564.54
SV66	GST	\$134.97	\$24,564.54
HS67	GST	\$115.39	\$21,000.98
MS67	GST	\$115.39	\$21,000.98
UES67	GST	\$115.39	\$21,000.98
SV67	GST	\$115.39	\$21,000.98
HS68	GST	\$136.56	\$24,853.92
UES68	GST	\$136.56	\$24,853.92
SV68	GST	\$136.56	\$24,853.92
MS64	Hillman	\$172.02	\$31,307.64
UES64	Hillman	\$172.02	\$31,307.64
GB64	Hillman	\$172.02	\$31,307.64
HS69	Hillman	\$172.02	\$31,307.64
MR69	Hillman	\$172.02	\$31,307.64
2:45 Late Run	Hillman	\$172.02	\$31,307.64
MS65	Holcomb	\$173.88	\$31,646.16
UES65	Holcomb	\$173.88	\$31,646.16
MR65	Holcomb	\$173.88	\$31,646.16

**10. Quoted Transportation Contracts**

Approval of the following Quoted Transportation Contracts will allow Moorestown to contract with the following vendors for transportation services.

MOTION:

I recommend the Board approve the following Quoted Transportation Contracts:

<b>Vendor</b>	<b>Route #</b>	<b>Cost</b>
Delaware City Bus Co.	Q-BS1	\$13,841.45
Delaware City Bus Co.	Q-UR1	\$18,784.95
Delaware City Bus Co.	Q-UR2	\$18,784.95
Delaware City Bus Co.	Q-UR3	\$18,477.00
Holcomb Transportation, LLC	Q-AT1	\$43,200.00
Holcomb Transportation, LLC	Q-IK1	\$26,406.00
Holcomb Transportation, LLC	Q-WB2	\$28,980.00

**11. Shared Services Jointure Agreement for Transportation Services To and From School**

MOTION:

I recommend the Board approve the shared services jointure agreement for transportation services to and from school with Delanco Township Board of Education as per attached Exhibit #24-15.

**12. Contract for Copiers**

MOTION:

A resolution is requested awarding a five (5) year lease cost per copy contract to Ricoh USA for copiers at the following schools, as per the attached Exhibit #24-16 at a cost of \$2,248.42 per month, per State Contract #40467.

- one (1) multifunctional copier to be used at Baker Elementary School
- two (2) multifunctional copiers to be used at South Valley Elementary School
- one (1) multifunctional copier to be used at William Allen Middle School
- one (1) multifunctional copier to be used at Roberts Elementary School
- three (3) multifunctional copiers to be used at the High School

**13. Dual Use of Educational Space**

MOTION:

A resolution is requested approving dual use of educational space at Baker Elementary School for Room 12/Technology Center, and at Moorestown High School for Room A249, as per attached Exhibit #24-17.

**14. Alternate Toilet Facilities**

MOTION:

A resolution is requested approving alternate toilet facilities at Baker Elementary School, Roberts Elementary School and South Valley Elementary School, as per the attached Exhibit #24-18.

**15. 2024 Every Student Succeeds Act (ESEA) Grant Application**

MOTION:

The Moorestown Township Public Schools’ Every Student Succeeds Act (ESEA) Grant application for 2023 requires Board of Education approval. This grant includes the following programs:

<u>Title</u>	<u>Allocation</u>	<u>Public</u>	<u>Nonpublic</u>
Title IA	\$132,032	\$132,032	\$0
Title II-A	\$63,355	\$58,635	\$4,720
Title III	\$13,968	\$13,968	\$0
Title IV-A	<u>\$10,000</u>	<u>\$9,255</u>	<u>\$745</u>
Total	\$219,355	\$213,890	\$5,465

**16. 2024 Individuals with Disabilities Education Improvement Act (IDEA) Grant Application**

MOTION:

The Moorestown Township Public Schools’ Individuals with Disabilities Education Improvement Act Grant application for 2024 requires Board of Education approval. This grant includes the following programs:

<u>Title</u>	<u>Allocation</u>	<u>Public</u>	<u>Nonpublic</u>
Basic	\$1,089,966	\$1,018,533	\$71,433
Preschool	<u>\$43,006</u>	<u>\$43,006</u>	<u>\$0</u>
Total	\$1,132,972	\$1,061,539	\$71,433

I recommend that the Board hereby authorize the submission of the IDEA application for Fiscal Year 2024, and accept the grant award of these funds upon the subsequent approval of the FY 2024 IDEA application.

**17. Parental Transportation Contract**

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 Student #8260061 and the Moorestown Township Board of Education attached as Exhibit #24-19.

**Approval of Items 1 - 17:**

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



**18. Approval of Memorandum of Agreement with the Moorestown Administrators Association for July 1, 2023 to June 30, 2026**

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

**C. Employee Relations**

**1. Superintendent Authorization**

RESOLVED, that the Board of Education authorize the Superintendent of Schools, in consultation with the Board Leadership, to fill vacancies in existing job classifications for the remainder of August and September; and be it further

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

- 2. Job Descriptions** - Exhibit #24-20
- 3. Appointments** - Exhibit #24-21
- 4. Retirement** - Exhibit #24-22
- 5. Resignation** - Exhibit #24-23
- 6. Leaves of Absence** - Exhibit #24-24
- 7. Substitutes** - Exhibit #24-25
- 8. Change in Assignment** - Exhibit #24-26
- 9. Salary Correction** - Exhibit #24-27
- 10. MAA Reappointments** - Exhibit #24-28
- 11. Movement on Salary Guide** - Exhibit #24-29
- 12. Reappointments** - Exhibit #24-30
- 13. Athletics/Co-Curricular Clubs** - Exhibit #24-31
- 14. Practicum Students & Student Teacher** - Exhibit #24-32
- 15. ESEA Tutors** - Exhibit #24-33
- 16. Presenters** - Exhibit #24-34
- 17. Kindergarten Preschool Open House** - Exhibit #24-35
- 18. Curriculum Writing Staff** - Exhibit #24-36
- 19. Summer Enrichment Staff** - Exhibit #24-37
- 20. Summer Teaching Support** - Exhibit #24-38

**21. Extended School Year Staff** - Exhibit #24-39

**22. CCEIS Multicultural Arts Summer Program** - Exhibit #24-40

**23. Summer Transportation Staff** - Exhibit #24-41

**24. Summer Staff Hours** - Exhibit #24-42

**25. Transportation Bus Driver Staff** - Exhibit #24-43

**26. Volunteers** - Exhibit #24-44

**Approval of Items 1 - 27:**

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

**X. Suspensions**

**A. Superintendent’s HIB Report**

MOTION:

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

- Unsubstantiated
  - HS - #13, #16, #17, #20
  - UES - #10, #12
- Substantiated
  - HS - #12, #14
  - UES - #11

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

**XI. Old Business**

**XII. New Business**

**XIII. Public Comment**

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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: \_\_\_\_\_

**XIV. Good of the Order**

**XV. Adjournment**

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