

**The Board of Education of Moorestown Township  
Moorestown, New Jersey  
MINUTES  
William W. Allen Middle School  
April 17, 2018 – 5:00 p.m.**

**I. Call to Order – 6:00 p.m.**

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**

- X Mr. Jack Fairchild
- X Mrs. Tinamarie Nicolo-Dorfner
- X Mr. Brandon Pugh
- X Ms. Lauren Romano
- X Mr. Dimitri Schneiberg
- X Mr. Mark Villanueva (arrived 6:10 p.m.)
- A Mr. Maurice Weeks
  
- X Mr. David A. Weinstein, Vice President (arrived 6:25 p.m.)
- X Dr. Sandra Alberti, President
  
- X Mr. Arthur F. Risdén, Esq., Solicitor
- X Dr. Scott McCartney, Superintendent
- X Mrs. Joanne D’Angelo, Business Administrator/Board Secretary
- X Ms. Carole Butler, Director of Curriculum and Instruction
- X Dr. David Tate, Director of Special Education
- X Mrs. Debora Belfield, Director of Personnel
- X Mr. Jeffrey Arey, Director of Instructional Technology

**V. Executive Session**

WHEREAS, N.J.S.A.10:4-6 ET.SEQ. (“The Open Public Meetings Act”), authorizes Board of Education to meet in executive session under certain circumstances, and

WHEREAS, the Open Public Meetings Act requires that the Board adopt a resolution at a public meeting to go into private session, now, therefore,

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:

1. Matters of personal confidentiality rights, including but not limited to, staff and/or student disciplinary matters, and specifically,
  - a. Student matters

2. Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically,
  - a. Legal matter
  
3. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically,
  - a. Personnel

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board of Education will return to open session to conduct business at the conclusion of the executive session.

Moved by: Mr. Pugh                      Second: Mr. Weinstein                      Vote: Unanimous

**VI. Return to Public**

Moved by: Mr. Weinstein                      Second: Mr. Pugh                      Vote: Unanimous

**VII. Adjournment – 7:00 p.m.**

Moved by: Mr. Weinstein                      Second: Mr. Pugh                      Vote: Unanimous

Respectfully submitted,

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Joanne P. D'Angelo  
Board Secretary



### C. Educational Highlights –Superintendent’s Monthly Report

- a. Presentation – Student Council Donation – Mr. Drew Seibel  
Mr. McGough and Ms. Trapani introduced the following student council representatives who reported on charity fundraising during spirit week for the Jimmy V Foundation in memory of Neil Rosa and Mercy High School in Malawi:

Dilan Prasad  
Tom Londres  
Ian Thomas  
Brenden Swanik  
Ashrit Verma  
Dov McGuire-Burke  
Erika Heffernan  
Jack Comegno  
Naveen Shah  
Ajay Bhalodia  
Rishil Panchal  
Marge Lawler  
Cara Petrycki  
Matt Romano

- b. Presentation – HS Robotics Donation – Mr. Drew Seibel  
Ms. Susan Bennett introduced Moorestown Robotics Team “Combustible Lemons,” co-presidents Anjali Akula and Emily Tsai who presented a donation from the team to the Jimmy V Foundation in memory of Neil Rosa.

- c. Pageant of Success

Mr. Shawn Watson introduced the HS students who won honors at the Coriell and Delaware Valley Science Fairs.

#### **Freshmen**

**Jane Cohen** – 1<sup>st</sup> place in the 9/10 grade division of Microbiology

#### **Sophomores**

**Sukhdeep Jaswal** – 3<sup>rd</sup> place in the 9/10 grade division of Engineering

**Ashrit Verma** – 1<sup>st</sup> place in the 9/10 grade division of Physics

#### **Juniors**

**Aakash Pillai** – 2<sup>nd</sup> place in 11/12 grade division of Computer Science

**Aditya Pillai** – 1<sup>st</sup> place in 11/12 grade division of Medicine and Health. Aditya also received the Marianne Raphaely Medicine and Health Award awarded to one 9-12 grade student in the medicine and health category whose project showed initiative and a practical approach to medicine. He was also one of four students to receive the United States Air Force special award at the Delaware Valley Science Fair.

#### **Seniors**

**Louis Spier and Rachel Han** – 2<sup>nd</sup> place in the 9-12 grade Team Division

**Andrew Chen** – 1<sup>st</sup> place in 11/12 grade division of Physics. Andrew also won the Lew L. Coriell Best in Fair award. This best in fair award is given to one 9-12 grade student for perseverance and cleverness in design of an experimental approach to a research problem.

## **WILLIAM ALLEN MIDDLE SCHOOL**

Mr. Matt Keith introduced Linsey Pacey who supervised the middle school students.

### **CORIELL SCIENCE FAIR**

**Maya Butani** - 1st Place Environmental Sciences 6-8 and  
The Lewis L. Coriell Best of Fair Award 6-8

**Flavien Moise** - 1st Place Computer Science 6-8

**Deven Chakrabarti** - 1st Place Chemistry 6-8 and  
Best Physical Sciences Award 6-8

**Shrish Bayyapu, Dhanush Panjarla, Viraj Pentapalli**  
1st Place Team Projects 6-8

**Sean Donovan** - Participant, Engineering

### **DELAWARE VALLEY SCIENCE FAIR**

**Flavien Moise** - 1st Place - Computer Science Grade 6-8  
Broadcom Masters Middle School Award  
John C. Sargent Jr. Memorial Award

**Maya Butani** - 1st Place - Environmental Science Grades 6-8  
Broadcom Masters Middle School Award  
Chromatography Forum of Delaware Valley Middle School Award - 1st place

- d. Dr. McCartney introduced newly appointed Health and PE Supervisor/Athletic Director, Mr. Shawn Counard.

## **D. Student Board Representatives**

- a. High School Student BOE Representatives Emily O'Neill, Daniel Rohrbach and Alexander Karanjia reported on the following HS activities: the talent show will be held tomorrow evening; seniors will leave for their trip on Saturday; and students are looking forward to the prom on May 18<sup>th</sup>. After their report, the student representatives departed at 7:37 p.m.

## **E. General Updates**

- a. Dr. McCartney described the superintendent's new evaluation process which must be completed by 7/1/18.
- i. By the 27<sup>th</sup>, Dr. McCartney plans to complete his submission and assessment.
  - ii. The board will then make their assessments in May.
  - iii. Board members will meet to compile the submissions in June.
  - iv. The board will meet to discuss the evaluation with Dr. McCartney by July 1.
- b. Dr. McCartney reported on the status of the 2018-19 budget and changes that the board requested since the preliminary budget approval. A part-time ASL teacher has been requested.
- c. Dr. McCartney addressed the issue of parent-teacher conferences and the impact on the calendar. The conference schedule will include five 2-hour conference periods consisting of one late arrival, one evening, two traditional early dismissals and one single session day with afternoon activities for students while conferences are taking place. Mr. Schneiberg commented on the changes that have been made so far. Mr. Villanueva suggested that the "give-back" day for staff caused by the evening conference hours be held during another month.

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

- a. **Curriculum** – Mr. Weinstein reported on the following: the BYOD pilot, safety professional development feedback, upcoming professional development days in June, the student Panorama survey, curricular strands reviewed including K-12 math and ELA.
- b. **Policy** – Mr. Pugh reported on the policies that are included on the agenda for first and second reading and reviewed the class size policy to identify what has been updated.
- c. **Budget & Finance** – Mr. Schneiberg reported on the following: transportation route bid, health benefits and an increase in employer contribution to the High Deductible Health plan, an extended day care price increase, current RFP for school physician, and non-resident student applications.
- d. **Operations & Facilities** – Mr. Villanueva noted that a capital reserve transfer for the HS water main project is on the agenda for approval.
- e. **Communications** – Dr. Alberti highlighted the upcoming Community Forum.
- f. **MoorArts** – Mrs. Nicolo-Dorfner reported that An Evening of One Act Plays at the High School was funded by a grant from MoorArts and that MoorArts also provides scholarships for students interested in the arts, and produces a summer musical. This summer, the musical will be *Joseph and the Amazing Technicolor Dreamcoat*.
- g. Ms. Romano reported that she attended a meeting with Assemblywoman Murphy. During the meeting, there was discussion of our district as an underfunded district, the difficulty of managing safety and security costs under cap and whether there may be funding for full day kindergarten.

**G. Public Comment on Agenda Items**

- a. Ms. Laura Pascale of Creek Road stated that she appreciates work on the budget and that the ASL position is in the budget.
- b. Ms. Lisa Trapani commented on the class size policy submitted for first reading and requested that the current policy be maintained. She also spoke on behalf of the joint technology committee, indicating that they are not in favor of a BYOD plan or pilot and requesting a 441 be held to discuss this issue. Ms. Trapani also noted that she had not received much notice of the planned increase in employer contribution to HDHP HSA with open enrollment in less than two weeks.
- c. Mr. Pugh clarified how the policy committee operates and considers policy changes.
- d. Mr. Schneiberg commented on the intention to communicate the health plan options well to staff.

**VI. Reports to the Board**

**A. Business Administrator/Board Secretary**

- 1. **Financial Reports of the Board Secy.** – February, 2018 – Exhibit #18-254
- 2. **Treasurer’s Report month of January, 2018** – Exhibit #18-255
- 3. **Cafeteria Report** – March, 2018 – Exhibit #18-256

**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, 2018 attached as Exhibit #18-257.

##### **Approval of Items 1 – 4:**

Moved by: Mr. Fairchild      Second: Mr. Schneiberg      Vote: Unanimous

#### **5. Approval of Bills**

I recommend approval of the bills, in the amount of \$5,537,987.66 attached as Exhibit #18-258.

Moved by: Mr. Fairchild      Second: Mr. Schneiberg      Vote: 7 – 0, Abstain – 1  
Abstention: Mr. Weinstein

### **VII. 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 Policies and Regulations be entered on first reading.

- Policy 0167 – Public Participation in Board Meetings
- Policy 0168 – Recording Board Meetings
- Policy 2312 – Class Size
- Policy 9140 – Citizens Advisory Committee

##### **MOTION:**

I recommend that the Board enter on first reading the Policies listed above as Exhibit #18-259.

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

MOTION:

I recommend that the Board enter and adopt on second reading the Policies listed above as Exhibit #18-260.

**Approval of Items 1 – 2:**

Moved by: Mr. Pugh                      Second: Mr. Schneiberg                      Vote: Unanimous

**B. 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 #18-261 for the 2017-18 school year at the locations indicated at the approved tuition rates with transportation provided.

Moved by: Mr. Schneiberg                      Second: Mrs. Nicolo-Dorfner                      Vote: 6 – 0, Abstain – 2  
Abstentions: Mr. Weinstein,  
Ms. Romano

**2. Home Instruction 2017-18**

Approval is requested for Home Instruction students during the 2017-18 school year.

MOTION:

I recommend that the Board approve the Home Instruction students listed on Exhibit #18-262 for the 2017-18 school year.

Moved by: Mr. Schneiberg                      Second: Mrs. Nicolo-Dorfner                      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 #18-263.

**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 #18-264.



### **3. Exchange Student Sponsoring Agency Approval**

MOTION:

I recommend that the Board approve AFS-USA as a sponsoring Agency for an upcoming exchange student from Germany for the 2018-2019 school year as per the attached Exhibit #18-265.

### **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 2017-18 school year as listed in Exhibit #18-266.

### **5. Student Transportation Bid**

MOTION:

I recommend the Board approve the bid results for Bid #18-4 "Student Transportation Services To and From School", opened on April 11, 2018 at 10:00 a.m., attached as Exhibit #18-267 and award a contract to Hillman Bus Company in the amount of \$101,315.76, and to Holcomb Bus Company in the amount of \$162,708.00.

### **6. Burlington County Educational Services Unit Resolution**

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 2018-19, as listed in Exhibit #18-268.

### **7. TD Bank Grant**

MOTION:

A resolution is requested approving submission of a grant application to TD Bank attached as Exhibit #18-269.

### **8. Change to Medical Plan Options**

MOTION:

A resolution is requested approving the following changes to the existing medical plan options offered by the school district effective 7/1/18:

CURRENT - **\$1,500/\$3,000 HDHP**; 0% member coinsurance In-Network; 25% employer contribution of the deductible through a Health Savings Account administered through Payflex

CHANGE - **\$1,500/\$3,000 HDHP**; 0% member coinsurance In-Network; employer contribution of \$1,200-Individual/\$2,400-Family through a Health Savings Account administered through Payflex

## **9. Withdrawal from Capital Reserve**

MOTION:

WHEREAS, on or about March 13, 2018, the Moorestown Township Board of Education (“Board”) received and opened two (2) bids for the New Fire Suppression Water Supply at Moorestown Public School District High School (“the Project”); and

WHEREAS, the Project, which is considered a capital maintenance project, was included within the Board’s previously approved long-range facilities plan (“LRFP”), which was memorialized in a LRFP Amendment Request Form previously submitted to the New Jersey Department of Education, Office of School Facilities; and

WHEREAS, the bid of Crown Pipeline Construction, Co. (“Crown”) was determined to be the lowest responsive and responsible bidder for the Project, consistent with the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq.; and

WHEREAS, the Board awarded the contract to Crown at a cost of \$71,755.63; and

WHEREAS, since the Project is considered a capital maintenance project within the Board’s LRFP, the Board determined it is appropriate, and in the Board’s best interests, to withdraw funds from its capital reserve account to pay for the cost of the Project.

NOW THEREFORE, BE IT RESOLVED by the Board as follows:

Section 1. The Board’s Business Administrator/Board Secretary is authorized to withdraw \$71,755.63 from its capital reserve account to cover the cost of the Project.

Section 2. Following the withdrawal of \$71,755.63 from the Board’s capital reserve account, the Board’s Business Administrator/Board Secretary is authorized to utilize this sum to pay Crown in accordance with the contract for the Project.

### **Approval of Items 1 – 8:**

Moved by: Mr. Villanueva      Second: Ms. Romano      Vote: Unanimous

### **Approval of Items 9:**

Moved by: Mr. Villanueva      Second: Ms. Romano      Vote: 7 – 0, Abstain – 1  
Abstention: Mr. Weinstein

## **D. 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. Jordan Fagan, as a Long Term Substitute Science Teacher at the Upper Elementary School. Mr. Fagan has a BA from Georgian Court University. He has been placed on Column BA, Step 1 of the Teacher Salary Guide at a salary of \$49,500.00 prorated, effective April 9, 2018 through June 30, 2018 (temporary leave replacement).
- b. Gregory Smith, as a Long Term Substitute Math Teacher at the High School. Mr. Smith has a BA from The University of Maryland. He has been placed on Column BA, Step 1 of the Teacher Salary Guide at a salary of \$49,500.00 prorated, effective on April 9, 2018 through June 30, 2018 (temporary leave replacement).

### **Support Staff**

- a. Albert Pineiro, as a Network Administrator for the District. His annual compensation is \$40,000.00 prorated, effective April 16, 2018 through June 30, 2018.
- b. Mary Foley as a Paraprofessional at the Upper Elementary School. Ms. Foley 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 \$8,481.60 prorated, 4 hours per day, effective on April 16, 2018 through June 30, 2018.

## **2. Leave of Absence and Extensions to Leave of Absence**

### **Administrative Staff**

No actions recommended at this time.

### **Professional Staff**

- a. Amy Miele, a Media Specialist at the South Valley Elementary School, a paid Medical Leave of Absence April 25, 2018 through April 30, 2018; an unpaid Family Medical Leave of Absence May 1, 2018 through June 13, 2018.
- b. Michele Mieskolainen, a Special Education Teacher at the Mary Roberts Elementary School, a.5 unpaid Leave of Absence March 29, 2018.
- c. Emily Petrillo, a Special Education Teacher at the Upper Elementary School, a paid Medical Leave of Absence May 14, 2018 through June 13, 2018; unpaid Family Medical Leave of Absence June 14, 2018 through June 30, 2018.
- d. Keri Snedden, a Special Education Teacher at the Upper Elementary School, an unpaid Family Medical Leave of Absence March 19, 2018 through May 21, 2018.

- e. Hope Knight, a Music Teacher at the Middle School, an unpaid Leave of Absence March 16, 2018.

**Support Staff**

- a. Michelle Powell, a Paraprofessional at the George Baker Elementary School, an unpaid Leave of Absence February 14, 2018 through February 16, 2018.
- b. Ruth DiTullio, a Paraprofessional at the Mary Roberts Elementary School, an unpaid Leave of Absence March 29, 2018.
- c. Cynthia LaRue, a Paraprofessional at the Mary Roberts Elementary School, an unpaid Leave of Absence April 10, 2018 through April 12, 2018.
- d. Nicole Szymanski, a Paraprofessional at the Mary Roberts Elementary School, an unpaid Intermittent Family Medical Leave of Absence December 13, 2017 through June 30, 2018 (not to exceed 60 days).
- e. Lester Yaple, a Head Custodian at the Mary Roberts Elementary School, a paid Medical Leave of Absence February 22, 2018 through March 23, 2018; an extension from March 26, 2018 through April 6, 2018.
- f. Joanne Gorman, a Paraprofessional at the South Valley Elementary School, an unpaid Leave of Absence March 16, 2018.
- g. Lesley O'Donnell, a Paraprofessional at the Upper Elementary School, a paid Medical Leave of Absence April 11, 2018 through April 30, 2018; unpaid Family Medical Leave of Absence May 1, 2018 through June 30, 2018 4, 2018.
- h. Sandra Hoffman, a Bus Driver for the Transportation Department, a .6 unpaid Leave of Absence March 19, 2018.
- i. Marie Linda Szczepanski, a Bus Driver for the Transportation Department, a .2 unpaid Leave of Absence March 15, 2018.

**3. Change of Assignment**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

No actions recommended at this time.

**Support Staff**

- a. Dorian Newby-Archie, from .6FTE to a 1FTE Paraprofessional at the South Valley Elementary School, effective April 9, 2018 through June 30, 2018.
- b. Cathi Natale, from an Assistant Principal's Secretary to the Principal's Secretary, Sec N12, Step 12 at the High School, effective July 1, 2018.

**4. Retirement**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

- a. Laurel Hiller, a School Counselor at the High School, after 17 years of service to the District, effective June 30, 2018.

**Support Staff**

- a. Julia Fraser, a Bus Driver for the Transportation Department, after 20 years service to the District, effective June 30, 2018.

**5. Substitutes** - Exhibit #18-270

**6. Movement on the Salary Guide** - Exhibit #18-271

**7. Co-Curricular** - Exhibit #18-272

**8. Title I Tutoring Staff** - Exhibit #18-273

**9. Athletics** - Exhibit #18-274

**10. Delanco I.T. Shared Services Incentive** - Exhibit #18-275

Moved by: Mr. Weinstein      Second: Mr. Schneiberg      Roll Call Vote: 8 - 0

**VIII. Suspensions and HIB Report**

**A. Suspensions** – Exhibit #18-276

**B. Superintendent’s HIB Report**

MOTION:

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

- Substantiated
  - Roberts - #1
  - WAMS – #8
  
- Unsubstantiated:
  - HS - #11, #12, #13
  - UES - #4, #5, #6, #7, #8
  - WAMS - #5, #6
  - South Valley - #1

Moved by: Mr. Weinstein      Second: Mr. Fairchild      Vote: Unanimous

**IX. Informational Only**

**A. Enrollment Information – March 1, 2018 – Exhibit #18-277**

	<b>2016-2017</b>	<b>2017-2018</b>
High School	1314	1272
Middle School	613	638
Upper Elementary School	873	889
Elementary School	<u>1082</u>	<u>1143</u>
Total	3882	3942

**B. Old Business**

**C. New Business**

**D. Public Comments**

- a. Ms. Trapani offered to set up a committee of elementary teachers to meet with the policy committee.
- b. Ms. Dria Law of 17 Troon Court spoke regarding the “Pathways to Success” conference that was held recently and focused on the subject of inclusion and how it is done in Moorestown.

**X. Adjournment – 9:00 p.m.**

Moved by: Mr. Weinstein

Second: Mr. Pugh

Vote: Unanimous

Respectfully submitted,

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Joanne P. D’Angelo  
Board Secretary