

**The Board of Education of Moorestown Township  
Moorestown, New Jersey  
Public Agenda  
William W. Allen Middle School  
October 17, 2017 – 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. Peter Palko  
Mrs. Ann Marie Reyher  
Mr. Dimitri Schneiberg  
Mrs. Caryn Shaw  
Mr. Mark Villanueva  
Mr. Maurice Weeks  
Mr. David A. Weinstein

Mr. Brandon J. Pugh, Vice President  
Dr. Sandra Alberti, President

Mr. Arthur F. Risdien, 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 #18-69:

September 19, 2017 Executive Session

September 19, 2017 Regular Meeting

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

**B. Communications**

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

- QSAC Statement of Assurances
- State of the District Report – Carole Butler

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

**E. Welcome Visitors**

**VI. Reports to the Board**

**A. Business Administrator/Board Secretary**

- 1. **Financial Reports of the Board Secy.** – July, 2017 – Exhibit #18-70
- 2. **Treasurer’s Report month of June, 2017** – Exhibit #18-71
- 3. **Cafeteria Report** – September, 2017 – Exhibit #18-72

**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 July 2017 attached as Exhibit #18-73.

**5. Approval of Bills**

I recommend approval of the bills, in the amount of \$11,025,337.86 attached as Exhibit #18-74.

**Approval of Items 1 – 5:**

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

**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 3240 PD for Teachers and School Leaders
- Regulation 3240 PD for Teachers and School Leaders
- Policy 7100 Long Range Facilities Planning
- Regulation 7100 Long Range Facilities Planning
- Policy 7446 School Security Program

MOTION:

I recommend that the Board enter on first reading the Policies listed above as Exhibit #18-75.

**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 1240 Evaluation of Superintendent
- Regulation 1240 Evaluation of Superintendent
- Policy 3221 Evaluation of Teachers
- Regulation 3221 Evaluation of Teachers
- Policy 3222 Evaluation of Teaching Staff Members, Excluding Teachers/Administrators
- Regulation 3222 Evaluation of Teaching Staff Members, Excluding Teachers/Administrators
- Policy 3223 Evaluation of Administrators, Excluding Principals, Vice-Principals and Assistant Principals
- Regulation 3223 Evaluation of Administrators, Excluding Principals, Vice-Principals and Assistant Principals
- Policy 3224 Evaluation of Principals, Vice-Principals and Assistant Principals
- Regulation 3224 Evaluation of Principals, Vice-Principals and Assistant Principals
- Policy 5610 Suspension
- Regulation 5610 Suspension
- Policy 5620 Expulsion
- Policy 8505 Local Wellness/Nutrients Standards for Meals and other Foods
- Policy 8550 Unpaid Meal Charges/Outstanding Food Service

MOTION:

I recommend that the Board enter and adopt on second reading the Policies and Regulations listed above as Exhibit #18-76.

**Approval of Items 1 – 2:**

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

**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 #18-77 for the 2017-18 school year at the locations indicated at the approved tuition rates with transportation provided.

**2. Special Education In-District Placements 2017-18**

The following student with special needs has been recommended for placement in 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 #18-78 for placement in a Moorestown Township Special Education Program for the 2017-18 school year at the appropriate cost for a 1:1 aide.

**3. Homeless Placements 2017-18**

The following homeless placements are recommended.

MOTION:

I recommend that the Board approve the homeless student placements listed on Exhibit #18-79 for the 2017-18 school year at the locations indicated and at the approved district tuition rates, where applicable.

**4. Home Instruction 2017-2018**

Home Instruction students during the 2017-2018 school year.

MOTION:

I recommend that the Board approve the Home Instruction student listed on Exhibit #18-80 for the 2017-2018 school year.

**Approval of Items 1 – 4:**

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

**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 #18-81

**2. NJ QSAC Statement of Assurances Approval**

The Moorestown Board of Education hereby attests to the accuracy of the Statement of Assurance submission required for the New Jersey Quality Single Accountability Continuum. As such, a resolution is requested approving the submission of the Statement of Assurance to the New Jersey Department of Education prior to November 15, 2017.

MOTION:

I recommend that the Board approve the resolution to submit the Statement of Assurance to the New Jersey Department of Education attached as Exhibit #18-82.

**3. 2017-18 Special Olympics Play Unified Grant**

MOTION:

I recommend the Board accept the Special Olympics Play Unified grant awarded to Moorestown High School for the 2017-18 school year in the amount of \$10,000, as per the attached Exhibit #18-83.

**4. Approval of Codicil to the MEA/Board of Education Agreement**

MOTION:

I recommend that the Board approve the Codicil to the MEA/Board of Education Agreement July 1, 2016 – June 30, 2019, as per the attached Exhibit #18-84.

**5. 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 #18-85.

**6. Approval of Change Orders**

MOTION:

A resolution is requested approving the following change order that is needed prior to the commencement of the heating season:

<u>Project</u>	<u>Contractor</u>	<u>Change Order Number</u>	<u>Amount</u>	<u>Reason</u>
HVAC/Plumbing at 5 schools	Falasca	Four	\$7,963.00	Repair leaking gasket and triple-duty valve at UES

**7. Equipment Disposal**

MOTION:

A resolution is requested approving the disposal of technology, buildings and grounds, and A/V equipment as per the attached Exhibit #18-86.

**8. 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 #18-87.

Princeton Model Congress	Washington, D.C.	11/16/17 to 11/19/17
Yale Model Congress	New Haven, CT	11/30/17 to 12/3/17
Penn Model Congress	Philadelphia, PA	3/22/18 to 3/25/18
Harvard Model Congress	Boston, MA	2/22/18 to 2/25/18
MHS Ski Club	Stowe, VT	2/2/18 to 2/4/18

**9. High School Athletic Schedules – Winter 2017**

MOTION:

I recommend the Board approve the High School Winter 2017 athletic schedules as listed in Exhibit #18-88.

**10. Middle School Athletic Schedules – Winter 2017**

MOTION:

I recommend the Board approve the Middle School Winter 2017 athletic schedules as listed in Exhibit #18-89.

**11. Method of Procurement for School Food Service Program Management Services**

MOTION:

I recommend the Board approve the resolution attached as Exhibit #18-90, which seeks flexibility in the required method of procurement for food service program management services.

**12. Comprehensive Maintenance Plan**

The District’s Comprehensive Maintenance Plan (M-2) and Annual Maintenance Budget Worksheet (M-1) require Board approval.

MOTION:

I recommend that the Board approve the 2017-2018 Comprehensive Maintenance Plan and Annual Maintenance Budget Worksheet attached as Exhibit #18-91.

**13. Authorization to Close Safe Deposit Box**

MOTION:

I recommend the Board authorize Joanne P. D’Angelo as Board Secretary, to close the safe deposit box located at Wells Fargo Bank.

**14. Settlement Agreement**

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 #4001249 and the Moorestown Township Board of Education attached as Exhibit #18-92.

**15. Parent/Legal Guardian Agreement for Transportation**

MOTION:

I recommend the Board approve the following resolution:

Resolved by the Moorestown Township Board of Education to adopt and approve the Transportation Agreement between Students #2001277 and #8400004, and the Moorestown Township Board of Education attached as Exhibit #18-93.

**Approval of Items 1 – 15:**

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

**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. Erin Evans, as a Replacement Part Time Nurse at the Upper Elementary School. Ms. Evans has a BS in Nursing from LaSalle University. Her hourly rate will be \$54.50 per hour for 4 hours per day, effective on or about October 17, 2017 through December 23, 2017.

**Support Staff**

- a. Christian Panus, as a Paraprofessional at the Mary Roberts Elementary School. Mr. Panus has been placed on Column Para+30, Step 1 of the 2017-2018 Paraprofessional Salary Guide at an hourly rate of \$11.00 for an annual salary of \$9,718.50 prorated, 4.75 hours per day, effective on or about October 30, 2017 through June 30, 2018.
- b. Karly Semper, as a Paraprofessional at the Mary Roberts Elementary School. Ms. Semper has been placed on Column Para AA/BS, Step 3 of the 2017-2018 Paraprofessional Salary Guide at an hourly rate of \$12.29 for an annual salary of \$10,858.22 prorated, 4.75 hours per day, effective on or about October 30, 2017 through June 30, 2018.

- c. Paris Campbell, as a Replacement Paraprofessional at the Middle School. Ms. Campbell has been placed on Column Para EDUC, Step 1 of the 2017-2018 Paraprofessional Salary Guide at an hourly rate of \$12.60 for an annual salary of \$15,819.30 prorated, 6.75 hours per day, effective on October 9, 2017 through January 30, 2018.
- d. Jennifer Malave, as a Child Caregiver for the Extended Day Care Program. Ms. Malave's hourly rate is \$10.50 for 12 hours per week, 5 days per week as directed, effective on or about October 24, 2017 through June 19, 2018.

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

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

- a. Leslie Ackerman, a 2<sup>nd</sup> Grade Teacher at the Mary Roberts Elementary School, unpaid NJFLA Medical Leave of Absence December 5, 2017 through January 10, 2018.
- b. Julie Catrambone, a Physical Education and Health Teacher at the Mary Roberts Elementary School, a paid Medical Leave of Absence October 9, 2017 through November 3, 2017.
- c. Lori Beckendorf, a Special Education Teacher at the South Valley Elementary School, an unpaid Leave of Absence November 6, 2017.
- d. Eileen Buniva, a Reading and Math Support Teacher at the South Valley Elementary School, an unpaid Leave of Absence November 8, 2017.
- e. Dayna Hendrickson, a 2<sup>nd</sup> Grade Teacher at the South Valley Elementary School, an unpaid Leave of Absence November 8, 2017.
- f. Jesscia Hartzell, a Guidance Counselor at the Upper Elementary School, a paid Medical Leave of Absence December 18, 2017 through February 9, 2018; unpaid Family Medical Leave of Absence February 10, 2018 through May 15, 2018; unpaid Child Rearing Leave of Absence May 16, 2018 through June 30, 2018.
- g. Brittany Shields, a Special Education Teacher at the High School, a paid Medical Leave of Absence January 17, 2018 through February 2, 2018; unpaid Family Medical Leave of Absence February 3, 2018 through May 9, 2018.
- h. Valerie Shopp, a Social Worker at the High School, an unpaid Leave of Absence April 9, 2018.

**Support Staff**

- a. Barbara Jardel, a Paraprofessional at the Mary Roberts Elementary School, an unpaid Leave of Absence September 13, 2017 through September 15, 2017.
- b. Linda Kaminski, a Paraprofessional at the South Valley Elementary School, an unpaid Leave of Absence October 10, 2017 through October 13, 2017.

**3. Resignations**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

No actions recommended at this time.

**Support Staff**

- a. Elizabeth Rutkin, a Paraprofessional at the George Baker Elementary School, effective November 7, 2017.
- b. Neftaly Mendez, a Custodian at the Middle School, effective September 22, 2017.

**4. Adjustment to FTE/Location/Change of Assignment/Start Date**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

No actions recommended at this time.

**Support Staff**

- a. Rita Reilly, from a .6 FTE to a .67 FTE Paraprofessional at the George Baker Elementary School, effective October 12, 2017 through June 30, 2018.
- b. Jessica Hood, from a .4 FTE to a .71 FTE Paraprofessional at the Mary Roberts Elementary School, effective September 1, 2017 through June 30, 2018.

**5. Retirement**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

No actions recommended at this time.

**Support Staff**

- a. Employee #0494, a Secretary at the High School, effective November 30, 2017.
- b. Marion Mourey, a Secretary at the High School, effective June 30, 2018.

**6. Extension of Contract**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

- a. Rossella Cusumano, a 2<sup>nd</sup> Grade Replacement Teacher at the Mary Roberts Elementary School, from December 5, 2017 to January 12, 2018.

**Support Staff**

No actions recommended at this time.

- 7. Salary Adjustments** - Exhibit #18-94
- 8. Substitute** - Exhibit #18-95
- 9. Movement on the Salary Guide** - Exhibit #18-96
- 10. Co-Curricular Staff** - Exhibit #18-97
- 11. Clubs** - Exhibit #18-98
- 12. Title I Tutoring Staff** - Exhibit #18-99
- 13. Transportation Additional Hours** - Exhibit #18-100
- 14. Saturday Detention Staff** - Exhibit #18-101
- 15. Athletics** - Exhibit #18-102
- 16. Allocation of Salary to ESEA Grant** - Exhibit #18-103
- 17. ABA Training for SMILE Staff** - Exhibit #18-104
- 18. Creative Minds Staff** - Exhibit #18-105

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

**VIII. Suspensions and HIB Report**

**A. Suspensions – Exhibit #18-106**

**B. Superintendent’s HIB Report**

MOTION:

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

- Substantiated:
  - UES - #1

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

**IX. Informational Only**

**A. Enrollment Information – October 2, 2017 – Exhibit #18-107**

	<b>2016-2017</b>	<b>2017-2018</b>
High School	1337	1274
Middle School	611	640
Upper Elementary School	869	883
Elementary School	<u>1062</u>	<u>1133</u>
Total	3879	3930

**B. Old Business**

**C. New Business**

**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  
October 17, 2017 – 7:00 p.m.**

**VII. Recommendations of the Superintendent**

**C. Finance and Business**

**4. Approval of Codicil to the MEA/Board of Education Agreement**

MOTION:

I recommend that the Board approve the Codicil to the MEA/Board of Education Agreement July 1, 2016 – June 30, 2019, as per the attached Exhibit #18-108.

**16. MAA Contract/Ratification**

MOTION:

A resolution is requested approving a contract between the Moorestown Administrators Association and the Moorestown Board of Education for the contract period of July 1, 2017 through June 30, 2020.

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