



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

- General Updates
- Presentation – Student Council Donation – Mr. Drew Seibel
- Presentation – HS Robotics Donation – Mr. Drew Seibel
- Pageant of Success

**WILLIAM ALLEN MIDDLE SCHOOL**

**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. Student Board Representatives**

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

**F. Public Comment on Agenda Items**

**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.

**5. Approval of Bills**

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

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

**2. Home Instruction 2017-18**

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.

**Approval of Items 1 – 2:**

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 #18-263.

**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. Construction Manager of Record Appointment**

MOTION:

WHEREAS, the Moorestown Township Board of Education (the "Board") has determined that it is necessary to obtain certain professional services (the "Services") for the operation and efficient administration of the Moorestown Township Public School District; and

WHEREAS, the New Jersey Public School Contracts Law ("PSCL") N.J.S.A. 18A:18A-1, et seq., provides that boards of education may negotiate and award a contract for professional services, without engaging in the public advertisement and formal bidding process, to a provider which is authorized by law to practice a recognized profession, which practice is regulated by law, and the performance of which requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction and study; and

WHEREAS, New Road Construction Management is a provider of professional services, as such terms are used in the PSCL, and specifically the Construction Management Services sought by the Board and is duly qualified and licensed to provide same; and

WHEREAS, New Road Construction Management previously submitted a proposal to the Board in response to a formal Request for Proposal in connection with the Services; and

WHEREAS, New Road Construction Management has provided Construction Management Services for the past several years; and

WHEREAS the Board is fully familiar with the Services provided by New Road Construction Management and is satisfied that such Services have been performed by New Road Construction Management in an effective and efficient manner; and

WHEREAS, based upon the foregoing, and New Road Construction Management's professional qualifications and experience, the Board is satisfied that New Road Construction Management is able to provide the Services required by the Board.

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

1. A professional services contract is awarded to New Road Construction Management for the Services as needed until the next reorganization meeting.
2. The Business Administrator is authorized to execute a contract with New Road Construction Management for same;

- 3. Notice of this award shall be published in the official newspapers of the Board as required by the PSCL; and
- 4. A copy of the contract with New Road Construction Management for the Construction Management Services shall be maintained at the Board’s offices and available for public inspection.

**6. 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.

**7. 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.

**8. TD Bank Grant**

MOTION:

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

**Approval of Items 1 – 8:**

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. 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 Yapple, 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: \_\_\_\_\_ Second: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**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: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**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**

**X. Adjournment**

Moved by: \_\_\_\_\_

Second: \_\_\_\_\_

Vote: \_\_\_\_\_

**The Board of Education of Moorestown Township  
Moorestown, New Jersey  
ADDENDUM  
William W. Allen Middle School  
April 17, 2018 – 7:00 p.m.**

**VII. Recommendations of the Superintendent**

**C. Finance and Business**

**9. 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

**10. 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 9 and 10:**

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