

**The Board of Education of Moorestown Township  
Moorestown, New Jersey  
MINUTES  
William W. Allen Middle School  
December 18, 2018 – 5:00 p.m.**

**I. Call to Order – 6:05 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 July 1, 2018
- B. Notice filed with the Burlington County Times on July 1, 2018

**II. Moment of Silence**

**III. Pledge of Allegiance**

**IV. Roll Call**

Present	Mr. Jack Fairchild
Present	Mrs. Alexandria Law
Present	Mrs. Tinamarie Nicolo-Dorfner
Present	Ms. Lauren Romano
Present	Mrs. Caryn Shaw
Present	Mr. Mark Villanueva
Present	Mr. Maurice Weeks
Present	Mr. David A. Weinstein, Vice President
Absent	Dr. Sandra Alberti, President
Present	Mr. John Comegno, Esq., Solicitor
Present	Dr. Scott McCartney, Superintendent
Present	Mrs. Joanne D'Angelo, Business Administrator/Board Secretary
Present	Ms. Carole Butler, Director of Curriculum and Instruction
Present	Dr. David Tate, Director of Special Education
Present	Mrs. Debora Belfield, Director of Personnel
Present	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 matters
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. Fairchild      Second: Mr. Weeks      Vote: Unanimous

**VI. Return to Public**

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

**VII. Adjournment – 6:28 p.m.**

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

Respectfully submitted,

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Joanne P. D'Angelo  
Board Secretary

**The Board of Education of Moorestown Township  
Moorestown, New Jersey  
MINUTES  
William W. Allen Middle School  
January 15, 2019 – 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 July 1, 2018
- B. Notice filed with the Burlington County Times on July 1, 2018

**II. Moment of Silence**

**III. Pledge of Allegiance**

**IV. Roll Call**

Present	Mr. Jack Fairchild
Present	Mrs. Alexandria Law
Present	Mrs. Tinamarie Nicolo-Dorfner
Present	Ms. Lauren Romano
Present	Mrs. Caryn Shaw
Present	Mr. Mark Villanueva
Present	Mr. Maurice Weeks
Present	Mr. David A. Weinstein, Vice President
Absent	Dr. Sandra Alberti, President
Present	Mr. John Comegno, Esq., Solicitor
Present	Dr. Scott McCartney, Superintendent
Present	Mrs. Joanne D'Angelo, Business Administrator/Board Secretary
Present	Ms. Carole Butler, Director of Curriculum and Instruction
Present	Dr. David Tate, Director of Special Education
Present	Mrs. Debora Belfield, Director of Personnel
Present	Mr. Jeffrey Arey, Director of Instructional Technology

**V. Routine Matters**

**A. Minutes**

Approval of minutes for the following meetings attached as Exhibit #19-153:

December 18, 2018 Executive Session	January 3, 2019 Reorganization Meeting
December 18, 2018 Regular Meeting	

Moved by: <u>Mrs. Nicolo-Dorfner</u>	Second: <u>Ms. Romano</u>	Vote: <u>6 – 0, Abstain – 2</u>
		Abstention: Mrs. Law, Mrs. Shaw

## **B. Communications**

Ms. Romano encouraged fellow board members to attend the next Burlington County School Boards meeting which will be held in Mount Laurel.

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

- a. General Updates
- b. Strategic Planning Update  
Dr. McCartney reported on the status of the District’s strategic planning project.
- c. Retirement  
Dr. McCartney, Mrs. Belfield and Mr. Weinstein recognized and congratulated Mrs. Debra Spering on her retirement.
- d. Reframing Moorestown PK-8 Presentation – Dr. McCartney and Ms. Butler  
Dr. McCartney and Ms. Butler presented “Reframing Moorestown Pre-K through Grade 8” to summarize the District’s research related to the possibility of full-day kindergarten.

## **D. Student Board Representatives**

Student board representatives Paul Vosbikian, Ashrit Verma and Cara Petrycki reported on the following activities taking place at the high school: Martin Luther King, Jr. Assembly, Mercy Care Malawi fundraiser, senior trip planning, Martin Luther King, Jr. Day sandwich project for the Cathedral Kitchen in Camden, and mid-term exams.

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

- a. **Communications** – Mr. Weeks reported that the next community forum will be held on February 13<sup>th</sup> at 6:30 p.m. at WAMS and will address pressures affecting students. Subsequent forums in the series will cover manifestations of student pressure, and how to alleviate student stress.
- b. **Finance & Operations** – Mr. Fairchild reported on the issues the committee has considered including the District’s Long Range Facility Plan as it relates to the prospect of full-day kindergarten, a proposed stipend for student art shows, LED lighting retrofit proposal, the budget development process, and calculation of state aid.
- c. **Policy** – Mr. Villanueva provided details regarding the policies and regulations that are included on the agenda for action this evening.
- d. **Curriculum** – Mrs. Shaw reported on topics considered by the committee including the Summer Enrichment program, math and LA textbook renewals, and “NJ Tiered System of Supports” grant application.
- e. **Negotiations** – Mr. Villanueva announced that the board has formed a negotiations committee and that the first session has been scheduled for the beginning of February.

## **F. Public Comment on Agenda Items - none**

# **VI. Reports to the Board**

## **A. Business Administrator/Board Secretary**

- 1. **Financial Reports of the Board Secy.** – November, 2018 – Exhibit #19-154
- 2. **Treasurer’s Report month of September and October, 2018** – Exhibit #19-155
- 3. **Cafeteria Report** – November, 2018 – Exhibit #19-156

**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 November, 2018 attached as Exhibit #19-157.

**Approval of Items 1 – 4:**

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

**5. Approval of Bills**

I recommend approval of the bills, in the amount of \$7,999,379.80 attached as Exhibit #19-158.

Moved by: Mr. Fairchild      Second: Ms. Romano      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 following Regulations be entered on first reading.

- R2200 Curriculum Content
- R2411 Guidance and Counseling
- R2412 Home Instruction due to Health Condition
- R2415 Title I Services
- R2415.20 No Child Left Behind Complaints
- R2417 Student Intervention and Referral Service
- R2418 Section 504 of the Rehabilitation Act 1973
- R2423 Bilingual and ESL Education
- R2431.4 Prevention and Treatment of Sports related Concussions and Head Injuries
- R2460 Special Education
- R2481 Home or Out of School Instruction for a General Education Student for Reasons other Than a Temporary or Chronic Health Condition

MOTION:

I recommend that the Board enter on first reading the Policies and Regulations listed above as Exhibit #19-159.

## **2. Second Reading**

The Policy Committee has reviewed the file codes listed in the attached exhibit and recommends the following Policies and Regulations be entered on second reading.

- Policy 0000.02 Introduction Bylaws, Policies, Regulations
- Policy 0121 Board-District Rights - Abolish
- Policy 0132 Executive Authority
- Policy 0133 Adjudication of Dispute
- Policy 0141 Board Member Number and Term
- Policy 0142 Board Member Qualifications, Prohibited Acts and Code of Ethics
- Policy 0146 Board Member Authority
- Policy 0151 Organization Meeting
- Policy 0153 Annual Appointments
- Policy 0155 Board Committees
- Policy 0171 Duties of Board President and Vice-President
- Policy 0173 Duties of Public School Accountant
- Policy 0175 Contracts with Independent Consultants
- Policy 6162 Sponsorships

MOTION:

I recommend that the Board enter and adopt on second reading the Policies and Regulations listed above as Exhibit #19-160.

## **Approval of Items 1 – 2:**

Moved by: Mrs. Nicolo-Dorfner Second: Mr. Villanueva Vote: Unanimous

## **B. Educational Program**

### **1. Homeless Placements 2018-19**

The following homeless placements are recommended.

MOTION:

I recommend that the Board approve the homeless student placement listed on Exhibit #19-161 for the 2018-19 school year at the locations indicated and at the approved district tuition rates, where applicable.

### **2. Home Instruction 2018-2019**

Approval is requested for Home Instruction for students during the 2018-2019 school year.

MOTION:

I recommend that the Board approve the Home Instruction students listed on Exhibit #19-162 for the 2018-2019 school year.

### **3. Attendance Officer**

MOTION:

I recommend that the Board appoint Carole Butler as Attendance Officer until the next reorganization meeting.

### **4. Grant Application Submission**

NJDOE is offering a grant in partnership with Rutgers University to support a K-3 school in improving early reading achievement through embedded professional development. Students in regular classes, ESL, basic skills, and special education may benefit from this initiative. The goal is to build our capacity to provide striving readers the targeted instruction through an integrated continuum of supports and interventions. It entails a three-year training sequence for 1-2 reading specialists in the school. These teachers along with a district team would participate in three regional training session throughout the school year as well as attend meetings two times a month with NJ intervention coaches to evaluate frameworks, identify, collect, and analyze pertinent data to inform instruction and develop future implementation plans. All grant activities would be conducted at no direct cost to the district. As part of the grant, the district would have free access to all grant-related materials and the school involved in the pilot would be reimbursed up to \$2000 for allowable costs associated with project activities. The application must be submitted by February 1, 2019.

MOTION:

I recommend that the Board approve submission of the New Jersey Tiered System of Supports-Early Reading (NJTSS-ER) grant application attached as Exhibit #19-163.

### **Approval of Items 1 – 4:**

Moved by: Mrs. Shaw

Second: Mr. Weeks

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 #19-164.

### **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 #19-165.

### **3. 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 2018-19 school year as listed in Exhibit #19-166.

### **4. Joint Transportation Agreement**

Approval of the following Joint Transportation Agreement will allow Moorestown to participate in transportation services coordinated with Cherry Hill for one (1) student with special needs.

MOTION:

I recommend the Board approve a Cherry Hill Board of Education Joint Transportation Agreement for 2018-19 in the amount of \$66.22 per diem for 106 days, totaling \$7,019.32.

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

MOTION:

I recommend that the Board approve Forte International Exchange Association (FIEA) as a sponsoring Agency for an upcoming exchange student, K.D., from Australia for the 2019-2020 school year.

### **Approval of Items 1 – 5:**

Moved by: Mrs. Law

Second: Mr. Fairchild

Vote: Unanimous

### **D. Employee Relations**

Subject to background checks as required by P.L. 1986 c116 and P.L. 1971, c.437 (C.9:6-8.8 et seq.), for the 2018-2019 school year.

#### **1. Appointments**

##### **Administrative Staff**

No actions recommended at this time.

##### **Professional Staff**

- a. Rachel Glavin, as a Kindergarten Teacher at the South Valley Elementary School. Ms. Glavin has a MA from Old Dominion University. She has been placed on Column MA, Step 2 of the Teacher Salary Guide at a salary of \$53,770.00 prorated, effective on February 1, 2019 through June 30, 2019.
- b. Kelly Stratton, as a .4FTE Music Teacher at the Middle School. Ms. Stratton has a BA from Rider University. She has been placed on Column BA+15, Step 4 of the Teacher Salary Guide at a salary of \$20,826.00 prorated, effective on February 1, 2019 through June 30, 2019.



### **Support Staff**

- a. Maria Lamberto, as the Personnel Intake Specialist for the Personnel Office. Ms. Lamberto's annual salary will remain the same for the 2018-2019 school year, effective January 16, 2019 through June 30, 2019.
- b. Anthony Lamonica, as a Paraprofessional at the High School. Mr. Lamonica has been placed on Column Para AA/BS, Step 5 of the 2018-2019 Paraprofessional Salary Guide at an hourly rate of \$13.67 (6.75 hours per day) for an annual salary of \$17,162.69 prorated, effective January 2, 2019 through June 30, 2019.

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

### **Administrative Staff**

No actions recommended at this time.

### **Professional Staff**

- a. Kimberly Seymour, a Special Education Teacher at the South Valley Elementary School, a paid Medical Leave of Absence May 15, 2019 through June 30, 2019; unpaid Family Medical Leave of Absence August 28, 2019 through December 1, 2019 (not to exceed 60 days).
- b. Deborah McGeorge, a 6<sup>th</sup> Grade Teacher at the Upper Elementary School, a paid Medical Leave of Absence April 4, 2019 through April 30, 2019; unpaid Family Medical Leave of Absence May 1, 2019 through May 23, 2019.

### **Support Staff**

- a. Jiayou Nasife, a Paraprofessional at the George Baker Elementary School, an unpaid absence December 20, 2018 and December 21, 2018.
- b. Tara Pal, a Paraprofessional at the South Valley Elementary School, a paid Medical Leave of Absence January 9, 2019 through January 17, 2019; an unpaid Medical Leave of Absence January 18, 2019 through February 5, 2019.
- c. Mary Foley, a Paraprofessional at the Upper Elementary School, an unpaid Absence December 21, 2018.
- d. Susan Reed, a Paraprofessional at the Upper Elementary School, a paid Medical Leave of Absence December 12, 2018 through January 18, 2019; Intermittent Family Medical Leave of Absence January 19, 2019 through January 25, 2019.
- e. Theresa Testa, a Paraprofessional at the Upper Elementary School, an unpaid absence January 31, 2019 and February 1, 2019.
- f. Yahaira Walters-Banks, a Bus Driver for the Transportation Department, an unpaid Family Medical Leave of Absence December 5, 2018 through December 21, 2018; and extension to unpaid Family Medical Leave of Absence December 22, 2018 through January 21, 2019 (not to exceed 60 days).

### **3. Change of Assignment/FTE**

#### **Administrative Staff**

No actions recommended at this time.

#### **Professional Staff**

No actions recommended at this time.

#### **Support Staff**

- a. Tammy Phillips, from a 1FTE Paraprofessional at the High School to a .5FTE at the High School and .5 FTE at the Middle School, effective January 2, 2019 through June 30, 2019.

### **4. Resignation**

#### **Administrative Staff**

No actions recommended at this time.

#### **Professional Staff**

No actions recommended at this time.

#### **Support Staff**

- a. Maria Lamberto, as a Confidential Administrative Assistant in the Personnel Office, effective January 15, 2019.
- b. Karly Semper, a Paraprofessional at the Mary Roberts Elementary School, effective February 8, 2019.
- c. Rachel Glavin, a Paraprofessional at the South Valley Elementary School, effective January 31, 2019.

### **5. Retirement**

#### **Administrative Staff**

No actions recommended at this time.

#### **Professional Staff**

- a. Arline Conigliaro, a School Counselor at the Upper Elementary School, after 15 years of service to the District, effective June 30, 2019.

#### **Support Staff**

- a. Thomas St. John, Residency Officer for the District, after 7 years of service to the District, effective January 31, 2019.

## **6. Extension of Contract**

### **Administrative Staff**

No actions recommended at this time.

### **Professional Staff**

- a. Dana Procopio, as a Long Term Substitute Preschool Special Education Teacher at the South Valley Elementary School. Ms. Procopio has a MA from Holy Family University. She has been placed on Column MA, Step 1 of the Teacher Salary Guide at a salary of \$53,270.00 prorated, effective on September 20, 2018 through January 31, 2019: an extension to February 28, 2019 (temporary leave replacement).

### **Support Staff**

No actions recommended at this time.

**7. Substitutes** - Exhibit #19-167

**8. Movement on the Salary Guide** - Exhibit #19-168

**9. Co-Curricular** - Exhibit #19-169

**10. Middle School Musical Support Staff** - Exhibit #19-170

**11. Athletics** - Exhibit #19-171

**12. Student Teacher/Practicum** - Exhibit #19-172

**13. Grand Conversation** - Exhibit #19-173

### **Approval of Items 1 – 13:**

Moved by: Mr. Weeks Second: Mrs. Nicolo-Dorfner Roll Call Vote: 8 - 0

## **VIII. Suspensions and HIB Report**

**A. Suspensions** – Exhibit #19-174

**B. Superintendent's HIB Report**

MOTION:

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

- Substantiated
  - Roberts - #1, UES - #2, #3, WAMS - #3, #4, #7
- Unsubstantiated
  - UES - #4, WAMS - #5, #6, HS - #2, #3, #4

Moved by: Ms. Romano

Second: Mr. Fairchild

Vote: 6 – 0, Abstain – 2  
Abstentions: Mrs. Law,  
Mrs. Shaw

**IX. Informational Only**

**A. Enrollment Information – January 2, 2019**

	<b>2017-2018</b>	<b>2018-2019</b>
High School	1275	1291
Middle School	638	638
Upper Elementary School	890	921
Elementary School	<u>1140</u>	<u>1134</u>
Total	3943	3984

**B. Old Business**

**C. New Business**

**D. Public Comments**

- a. Laura Pascale of 250 Creek Road addressed the student board representatives to ask for suggestions for ways that students could be supported to reduce stress during midterm exams.

**X. Adjournment – 8:05 p.m.**

Moved by: Mr. Fairchild

Second: Mrs. Law

Vote: Unanimous

Respectfully submitted,

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Joanne P. D'Angelo  
Board Secretary