

**The Board of Education of Moorestown Township
Moorestown, New Jersey
MINUTES
William W. Allen Middle School
November 13, 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 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
Absent	Mrs. Tinamarie Nicolo-Dorfner
Present	Mr. Brandon Pugh
Present	Ms. Lauren Romano
Present	Mr. Dimitri Schneiberg
Present	Mr. Mark Villanueva
Present	Mr. Maurice Weeks
Present	Mr. David A. Weinstein, Vice President
Present	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 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. Weeks Second: Mr. Pugh Vote: Unanimous

VI. Return to Public

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

VII. Adjournment – 6:45 p.m.

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

Respectfully submitted,

Joanne P. D'Angelo
Board Secretary

**The Board of Education of Moorestown Township
Moorestown, New Jersey
MINUTES
William W. Allen Middle School
November 13, 2018 – 7:00 p.m.**

I. Call to Order – 7:02 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
Absent	Mrs. Tinamarie Nicolo-Dorfner
Present	Mr. Brandon Pugh
Present	Ms. Lauren Romano
Present	Mr. Dimitri Schneiberg
Present	Mr. Mark Villanueva
Present	Mr. Maurice Weeks
Present	Mr. David A. Weinstein, Vice President
Present	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 #19-103:

October 16, 2018 Executive Session

October 16, 2018 Regular Meeting

Moved by: Mr. Pugh

Second: Ms. Romano

Vote: 6 – 0, Abstain – 2
Abstentions: Mr. Schneiberg,
Mr. Villanueva

October 25, 2018 Special Meeting

Moved by: Mr. Pugh

Second: Ms. Romano

Vote: 5 – 0, Abstain – 3
Abstentions: Mr. Schneiberg,
Mr. Villanueva, Mrs. Alberti

B. Communications

Mr. Pugh encouraged participation in the NJSBA Delegate Assembly which will be held this Saturday, November 17th at Mercer County Community College in West Windsor, NJ.

C. Educational Highlights –Superintendent’s Monthly Report

- **General Updates**
Dr. McCartney provided a reminder about the upcoming conference schedule and the opportunity for participation in the Strategic Planning survey.
- **Nutri-Serve – Mrs. Dana Gollotto**
The Nutri-Serve Food Management Company annual report was provided by Loretta Ravelli, Senior Operations Manager, Kristin Mueller, Corporate Chief Registered Dietician and Dana Gollotto, Moorestown Food Service Director. Ms. Mueller announced that Nutri-Serve’s corporate goal for the year is nutrition education for students.
- **HIB Self-Assessment**
Dr. McCartney presented the annual HIB Self-Assessment and responded to related questions from the board and the audience.

D. Student Board Representatives

Student board representatives in attendance were Ashrit Verma, Avani Giri and Matthew Romano. The students highlighted the following high school activities:

- Spirit Week concluded after many worthwhile activities including: “Penny Wars” with the collected coins donated to CHOP, a canned food drive, homecoming dance and pep rally.
- A meaningful Veterans Day Assembly hosted over 30 veterans and featured the band and Madrigals.
- The “Food for All” campaign was launched. On the 1st Friday of every month donations will be collected and distributed to local food pantries.

E. Board Committee Reports – Questions and Comments

- a. **Finance & Operations** – Mr. Schneiberg summarized topics considered by the committee including: prospective labor negotiator interviews, County safety grant, High School baseball field naming rights proposal, overnight student trips, a donation of chairs for South Valley Elementary School, the budget calendar, transportation issues and solutions, and the task force evaluating the prospect of full day kindergarten.
- b. **Policy** – Mr. Pugh reviewed the policies that are on this evening’s agenda for first reading. He highlighted the changes to the Affiliated Group Policy #9190.
- c. **Communications** – Mr. Weeks recapped the strategic planning community event that was held in October. He also encouraged participation in the Strategic Planning community survey.
- d. **Curriculum** – no meetings were held.

F. Public Comment on Agenda Items

- a. Lisa Trapani voiced concern over the naming rights proposal, proposed changes to policy that would permit pets on school property and the lack of a social media policy for Board members.

VI. Reports to the Board

A. Business Administrator/Board Secretary

- 1. Financial Reports of the Board Secy.** – August, 2018 – Exhibit #19-104
- 2. Treasurer's Report month of June, 2018 – Revised due to year-end closing entries** – Exhibit #19-105
- 3. Cafeteria Report** – September, 2018 – Exhibit #19-106

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 August, 2018 attached as Exhibit #19-107.

Approval of Items 1 – 4:

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

5. Approval of Bills

I recommend approval of the bills, in the amount of \$6,830,830.84 attached as Exhibit #19-108.

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

VII. Recommendations of the Superintendent

A. 2017-2018 HIB Self-Assessments

The 2017- 2018 HIB Self-Assessments are submitted for presentation by the District Anti-Bullying Coordinator.

MOTION

I recommend approval of the 2017-2018 HIB Self-Assessments as Exhibit #19-109.

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

B. 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 2431 Athletic Competition
- Regulation 2431.2 Medical Examination Prior to Participation on School Sponsored Interscholastic or Intramural TEAM or Squad
- Policy 5350 Student Suicide Prevention
- Regulation 5350 Student Suicide Prevention
- Policy 5337 Service Animals
- Policy 7490 Pet Animals on School Property
- Policy 9190 Community Organizations and Clubs

MOTION:

I recommend that the Board enter on first reading the Policies and Regulations listed above as Exhibit #19-110.

1. Mr. Fairchild made a motion to separate policy #9190, seconded by Ms. Romano. A roll call vote showed 3 ayes – 5 nays. The motion was defeated.
2. Mr. Fairchild then made a motion to postpone the vote on policy #9190, seconded by Ms. Romano. A roll call vote showed 2 ayes – 6 nays. The motion was defeated.
3. After much discussion, the board returned to the original motion for first reading approval. The motion carried unanimously.

Moved by: Mr. Pugh

Second: Mr. Weinstein

Vote: Unanimous

C. Educational Program

1. 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 student listed on Exhibit #19-111 for the 2018-2019 school year.

Moved by: Mr. Villanueva

Second: Ms. Romano

Vote: Unanimous

2. Special Education Out-of-District Placements 2018-19

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 #19-112 for the 2018-19 school year at the locations indicated at the approved tuition rates with transportation provided.

Moved by: Mr. Villanueva

Second: Ms. Romano

Vote: 6 – 0, Abstain – 2
Abstentions: Ms. Romano,
Mr. Weinstein

D. 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 #19-113.

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 #19-114.

3. Non-Resident Tuition Students

A resolution is requested approving acceptance of non-resident tuition students for the 2018-2019 school year.

MOTION:

I recommend that the Board approve the following request for admittance as a 2018-2019 non-resident tuition student:

Student #6000624, grade 7, to William Allen Middle School at the annual tuition of \$16,181.

4. Donations

MOTION:

I recommend the Board accept the following donations:

- 200 folding chairs from Daniel Lynch to be used at South Valley Elementary School, valued at \$1,966

5. Overnight Student Trips

The Finance and Operations Committee has reviewed and recommends approval of the following trips.

MOTION:

I recommend that the Board approve the overnight trips listed below:

Killington Ski Resort	Killington, VT	2/8/19 to 2/10/19
Kennedy Space Center	Cape Canaveral, FL	3/14/19 to 3/17/19
World Language trip to France	France	4/17/19 to 4/25/19
Theater Trip to Walt Disney World	Orlando, FL	6/23/19 to 6/28/19

6. Winter Sports Transportation Bid

MOTION:

I recommend the Board approve the bid results for Bid #19-2 attached as Exhibit #19-115 and award contracts as follows:

<u>Vendor</u>	<u>Total Cost</u>
Eagle Wolfington	\$25,070.00
Hillman's	\$19,205.00
McGough	<u>\$11,312.50</u>
Total:	\$55,587.50

7. Disposal of Vehicle

The disposal of the following vehicles has been reviewed and approved by the Finance and Operations Committee.

MOTION:

I recommend that the Board authorize the disposal of the following vehicles:

- 1999 Dodge Cargo Van, VIN# 2B7HB11YXK572365
- 2001 GMC Minitour Bus VIN# 1GDJG31F811111598

8. High School Baseball Field Memorial Naming Rights Proposal

MOTION:

I recommend the Board approve the naming rights proposal attached as Exhibit #19-116. *(NOTE: This item was tabled.)*

9. Budget Calendar

MOTION:

I recommend the Board approve the statutory and full board activities on the draft budget calendar attached as Exhibit #19-117.

10. Appointment of Labor Negotiator

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, Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC, under the supervision of Anthony P. Sciarrillo, is a provider of professional services, as such terms are used in the PSCL, and specifically the Services sought by the Board and is duly qualified and licensed to provide same; and

WHEREAS, Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC C submitted a proposal to the Board in response to a formal Request for Proposal in connection with the Services; and

WHEREAS, based upon the foregoing, and Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC's professional qualifications and experience, the Board is satisfied that Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC 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 Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC for the Services for the period commencing November 13, 2018 through the twelve month period thereafter;
2. The Business Administrator is authorized to execute a contract with Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC 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 Sciarrillo, Cornell, Merlino, McKeever & Osborne, LLC for the Services shall be maintained at the Board's offices and available for public inspection.

11. 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 Students #5000921 and #2001710, and the Moorestown Township Board of Education attached as Exhibit #19-118.

Approval of Items 1, 3 – 7, 9 and 11:

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

Approval of Item 2:

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

Approval of Item 10:

Moved by: Mr. Schneiberg Second: Mr. Weeks Vote: 6 – 0, Abstain – 2
Abstentions: Ms. Romano,
Mr. Weinstein

Ms. Romano expressed concern over accepting the naming rights proposal prior to seeing the policy. Mr. Villanueva also suggested that the policy be in effect prior to voting on the proposal. Hearing this, Mr. Schneiberg and Mr. Weeks agreed to amend their original motion and exclude approval of item #8.

E. Employee Relations

1. Appointments

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.

Administrative Staff

No actions recommended at this time.

Professional Staff

- a. Erin Shaw, as a .3FTE Reading Specialist at the High School. Ms. Shaw has a MA from The College of Saint Joseph. She has been placed on Column MA, Step 9 of the Teacher Salary Guide at a salary of \$22,599.00 prorated, effective on November 1, 2018 through June 30, 2019.

Support Staff

- a. Karen Mead, as a Part Time Assistant Applications Administrator for the District at an annual salary of \$22,000.00, effective November 26, 2018 through June 30, 2019.
- b. Jennifer Larish, as a Paraprofessional at the Mary Roberts Elementary School. Ms. Larish has been placed on Column Para +30, Step 1 of the 2018-2019 Paraprofessional Salary Guide at an hourly rate of \$11.15 (4.75 hours per day) for an annual salary of \$9,851.03 prorated, effective December 3, 2018 through June 30, 2019.
- c. Dina McCabe, as a Paraprofessional at the South Valley Elementary School. Ms. McCabe has been placed on Column Para AA/BS, Step 1 of the 2018-2019 Paraprofessional Salary Guide at an hourly rate of \$11.55 (4.75 hours per day) for an annual salary of \$10,204.43 prorated, effective on or about November 26, 2018 through June 30, 2019.
- d. Linda Kapostas, as a Paraprofessional at the South Valley Elementary School. Ms. Kapostas has been placed on Column Para AA/BS, Step 1 of the 2018-2019 Paraprofessional Salary Guide at an hourly rate of \$11.55 (6.75 hours per day) for an annual salary of \$14,501.03 prorated, effective on October 22, 2018 through June 30, 2019.
- e. Tracey Robinson, as a Special Projects Support Substitute for the Extended Day Care Program for the District. Ms. Robinson's hourly rate is \$15.00 as needed, effective on November 14, 2018 through June 20, 2019.

2. Leave of Absence and Extensions to Leave of Absence

Administrative Staff

No actions recommended at this time.

Professional Staff

- a. Janey Kang, a Special Education Preschool Teacher at the Mary Roberts Elementary School, a paid Medical Leave of Absence December 10, 2018 through February 19, 2019; an unpaid Family Medical Leave of Absence February 20, 2019 through May 23, 2019 (not to exceed 60 days); an unpaid Childrearing Leave of Absence May 24, 2019 through June 30, 2019.
- b. Kelly Renschler, a Special Education Teacher at the Mary Roberts Elementary School, a paid Medical Leave of Absence February 4, 2019 through April 3, 2019; an unpaid Family Medical Leave of Absence April 4, 2019 through June 30, 2019 (not to exceed 60 days).
- c. Kathleen Trommelen, a Social Studies Teacher at the Middle School, a paid Medical Leave of Absence January 22, 2019 through March 29, 2019; an unpaid Family Medical Leave of Absence April 1, 2019 through June 30, 2019 (not to exceed 60 days).

Support Staff

- a. Claire McBride, a Secretary at the Mary Roberts Elementary School, an unpaid Absence November 21, 2018.
- b. Maureen Handlan, a Secretary at the Upper Elementary School, an unpaid Absence February 25, 2019 and February 26, 2019.
- c. Yahaira Walters-Banks, a Bus Driver for the Transportation Department, an unpaid Absence October 19, 2018, .5 October 23, 2018 and .5 October 31, 2018.

3. Change of Assignment/FTE

Administrative Staff

No actions recommended at this time.

Professional Staff

No actions recommended at this time.

Support Staff

- a. Laurie Banquier, from 4 hours to 4.75 hours Paraprofessional at the George Baker Elementary School effective September 1, 2018 through June 30, 2019 at an annual salary of \$11,040.03.
- b. Jiayou Nasife, from 4 hours to 6.75 hours Paraprofessional at the George Baker Elementary School, effective November 26, 2018 through June 30, 2019 at an annual salary of \$13,622.18.

4. Resignation

Administrative Staff

No actions recommended at this time.

Professional Staff

No actions recommended at this time.

Support Staff

- a. Sarah D'Antonio, a Paraprofessional at the Mary Roberts Elementary School, effective November 16, 2018.
- b. Karen Mead, a Paraprofessional at the Middle School, effective November 25, 2018.
- c. Cynthia Potts, a Bus Driver for the Transportation Department, effective November 6, 2018.

5. Retirement

Administrative Staff

No actions recommended at this time.

Professional Staff

- a. Trish Bernhard, a Computer Teacher at the Upper Elementary School, after 18 years of service to the District, effective December 31, 2018.

Support Staff

- a. Carol Alt, a Secretary at the Middle School, after 25 years of service to the District, effective December 31, 2018.

6. Co-Curricular - Exhibit #19-119

7. Movement on the Salary Guide - Exhibit #19-120

8. Athletics - Exhibit #19-121

9. Substitutes - Exhibit #19-122

10. Athletic Volunteers - Exhibit #19-123

11. ESSA Title I Tutor - Exhibit #19-124

12. Professional Development Presenters - Exhibit #19-125

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

VIII. Suspensions and HIB Report

A. Suspensions – Exhibit #19-126

B. Superintendent's HIB Report

MOTION:

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

- NONE

IX. Informational Only

A. Enrollment Information – November 1, 2018

	2017-2018	2018-2019
High School	1272	1297
Middle School	640	642
Upper Elementary School	889	919
Elementary School	<u>1139</u>	<u>1130</u>
Total	3940	3988

B. Old Business

C. New Business

D. Public Comments

- a. Elijah Gamber of 210 Mannion Avenue appealed to the Board to abandon the High School's Quaker mascot.
- b. Kristine Piccola of 190 Stanley Avenue suggested that exiting WAMS after drop-off could be hazardous. She also commented on policy #9190.
- c. Elizabeth Pollard of 64 Brooks Road referred to the policy addressing suicide prevention and offered resources.

X. Adjournment – 8:39 p.m.

Moved by: Mr. Weeks

Second: Mr. Pugh

Vote: Unanimous

Respectfully submitted,

Joanne P. D'Angelo
Board Secretary