

The Board of Education of Moorestown Township
Moorestown, New Jersey
MINUTES
William W. Allen Middle School
December 17, 2019 – 5:00 p.m.

I. Call to Order – 6:04 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 10, 2019
- B. Notice filed with the Burlington County Times on July 10, 2019

II. Moment of Silence

III. Pledge of Allegiance

IV. Roll Call

Present	Mr. Jack Fairchild
Present	Mrs. Dria Law
Present	Mrs. Katherine Mullin
Absent	Ms. Lauren Romano
Present	Mrs. Caryn Shaw
Absent	Mr. Mark Villanueva
Present	Mr. Maurice Weeks (arrived 6:14 p.m.)
Present	Mr. David A. Weinstein, Vice President (arrived 6:07 p.m.)
Present	Dr. Sandra Alberti, President
Present	Ms. Alicia D’Anella, 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 involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically,
 - a. Legal Update

2. 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: Mrs. Law Second: Mrs. Mullin Vote: Unanimous

VI. Return to Public

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

VII. Adjournment – 6:40 p.m.

Moved by: Mr. Fairchild Second: Mr. Weinstein 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
December 17, 2019 – 7:00 p.m.**

I. Call to Order – 7:03 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 10, 2019
- B. Notice filed with the Burlington County Times on July 10, 2019

II. Moment of Silence

III. Pledge of Allegiance

IV. Roll Call

Present	Mr. Jack Fairchild
Present	Mrs. Dria Law
Present	Mrs. Katherine Mullin
Absent	Ms. Lauren Romano
Present	Mrs. Caryn Shaw
Absent	Mr. Mark Villanueva
Present	Mr. Maurice Weeks

Present	Mr. David A. Weinstein, Vice President
Present	Dr. Sandra Alberti, President

Present	Ms. Alicia D’Anella, 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 #20-127:

November 19, 2019 Executive Session
November 19, 2019 Regular Meeting

December 4, 2019 Special Meeting

Moved by: Mrs. Law

Second: Mr. Weeks

Vote: 6 – 0, Abstain – 1
Abstention: Mr. Weinstein

B. Communications

C. Educational Highlights –Superintendent’s Monthly Report

- General Updates
 - Board Member Recognition
Dr. McCartney and Dr. Alberti recognized Mr. Weeks for his service as a member of the Board of Education and he responded by expressing thanks for the opportunity.
 - Monthly Strategic Plan Update – HS Principal Drew Seibel
Mr. Seibel presented a video produced by students to exemplify the High School’s work toward the strategic plan.

D. Student Board Representatives

- Student representatives Jack Comegno, Claire Hurren, Evan Schaffer and Cara Petrycki reported on High School activities including: the boys’ and girls’ soccer teams’ successes, sandwich making event for homeless shelters, student volunteers planning to participate in the 1/19/20 Moorestown Ministerium event, madrigals, midterms, Thanksgiving basket project with extras collected and donated to “Food for All”, and MLK assembly planning. Jack Comegno thanked Mr. Weeks for his service on the Board.

E. Board Committee Reports – Questions and Comments

- a. **Curriculum** – Mrs. Shaw reported on the committee’s work including research on the role of a technology integration specialist and stated their recommendation to include on in the 2020-2021 budget.
- b. **Finance & Operations** – Mr. Fairchild reported on the issues considered including an RFP for a scoreboard concession, CRG (Critical Response Group) security project, the need for .5 FTE special education teacher, HS security grant purchases, budget calendar and business office positions.
- c. **Policy** – Mr. Weinstein announced that the policy committee had not met since the last meeting.
- d. **Communications** – Mr. Weeks reported on the referendum outcome and thanked the committee for their efforts. He noted plans for the column in the Sun, including the Sun’s desire for one point of contact.
- e. **SpEAC** – Mrs. Law reported on activities of the committee.

F. Public Comment on Agenda Items

- a. Dimitri Schneiberg of 10 Windermere thanked Mr. Weeks for his service and commented on the board’s plans regarding articles in the Moorestown Sun. Mr. Weinstein responded with historical information.
- b. Lisa Trapani thanked Mr. Weeks for his service to the board.

VI. Reports to the Board

A. Business Administrator/Board Secretary

1. **Financial Reports of the Board Secy.** – September, 2019 – Exhibit #20-128
2. **Treasurer’s Report** – July, 2019 – Exhibit #20-129
3. **Cafeteria Report** – October, 2019 - Exhibit #20-130

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 September, 2019 attached as Exhibit #20-131.

5. Approval of Bills

I recommend approval of the bills, in the amount of \$8,172,624.36 attached as Exhibit #20-132.

Approval of Items 1 – 4:

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

Approval of Items 5:

Moved by: Mr. Fairchild Second: Mr. Weeks Vote: 6 – 0, Abstain – 1
Abstention: Mr. Weinstein

VII. Recommendations of the Superintendent

A. Policies and Procedures

1. Second Reading

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

- Policy 9210 Parent Organizations

MOTION:

I recommend that the Board enter and adopt on second reading the Policy listed above as Exhibit #20-133.

Moved by: Mrs. Law Second: Mr. Weinstein Vote: Unanimous

B. Educational Program

1. Burlington County Alternative School Placements for 2019-20

The student listed is recommended for placement in the program at Burlington County Alternative School.

MOTION:

I recommend that the Board approve the student on Exhibit #20-134 for the 2019-20 school year at Burlington County Alternative School at the prevailing tuition rate not to exceed state maximum rate with transportation provided.

2. Home Instruction 2019-2020

Approval is requested for Home Instruction for students during the 2019-2020 school year.

MOTION:

I recommend that the Board approve the Home Instruction students listed on Exhibit #20-135 for the 2019-2020 school year.

3. Homeless Placements 2019-20

The following homeless placements are recommended.

MOTION:

I recommend that the Board approve the homeless student placements listed on Exhibit #20-136 for the 2019-20 school year at the locations indicated and at the approved district tuition rates, where applicable.

Approval of Items 1 – 3:

Moved by: Mr. Weeks Second: Mr. Fairchild 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 #20-137.

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 #20-138.

3. Donations

MOTION:

I recommend the Board accept the following donation:

- \$100 from AbbVie Employee Engagement Fund to be used at South Valley Elementary School
- \$400 from South Jersey Quake Lacrosse to be used by HS Boys Lacrosse toward last season's championship T-shirts

4. Overnight Student Trip

The Finance and Operations Committee has reviewed and recommends approval of the following trip:

MOTION:

I recommend that the Board approve the overnight trip listed below and detailed in the attached Exhibit #20-139.

French Club/World Language Quebec, Canada 6/22/21 to 6/26/21
(revised dates)

5. ESF Facilities Use Application

MOTION:

A resolution is requested approving the facilities use application of ESF, subject to the execution of a mutually agreeable agreement to supplement the Facilities Use Application, as per the attached Exhibit #20-140.

6. Burlington County Security Grant Procurements for Moorestown High School

MOTION:

I recommend the board approve consortium purchases as follows:

Security Grant Category	Vendor	Cooperative Purchasing Agreement	Amount Not to Exceed
Communication-Public Address-devices-installation and licensing	ePlus Technology Inc	Hunterdon HC ESC 18-02, ESC 18-06, ESC 15-16	\$ 194,644.83

7. Budget Calendar (Approximate Dates)

MOTION:

I recommend the Board approve the draft budget calendar attached as Exhibit #20-141.

8. 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 Student #2001420 and the Moorestown Township Board of Education attached as Exhibit #20-143.

Approval of Items 1 – 8:

Moved by: Mr. Weinstein 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 2019-2020 school year.

1. Appointments

Administrative Staff

- a. Approving the contract between the Board and James Heiser, as approved by the Executive County Superintendent, and appointing him as School Business Administrator/Board Secretary, effective on February 1, 2020 through June 30, 2020, at an annual salary of \$139,000.00 prorated. Mr. Heiser has a BA from Temple University.

Professional Staff

- a. Bryan Clayton, as a Special Education Teacher at the High School. Mr. Clayton has a BA from Widener University. He has been placed on Column BA, Step 1 of the Teacher Salary Guide at a salary of \$49,750.00 prorated, effective December 10, 2019 through June 30, 2020.

Support Staff

- a. Angela Gawronski, as a Bookkeeper for the District, at an annual salary of \$52,000.00 prorated, effective on December 16, 2019 through June 30, 2020.
- b. Caitlyn Brown, as a Paraprofessional at the George Baker Elementary School. Ms. Brown has been placed on Column Para EDUC, Step 1 of the 2019-2020 Paraprofessional Salary Guide at an hourly rate of \$13.08 (4.5 hours per day) for an annual salary of \$10,947.96 prorated, effective on January 2, 2020 through June 30, 2020.
- c. Ashley Dyer, as a Paraprofessional at the George Baker Elementary School. Ms. Dyer has been placed on Column Para +30, Step 1 of the 2019-2020 Paraprofessional Salary Guide at an hourly rate of \$11.48 (4.5 hours per day) for an annual salary of \$9,608.76 prorated, effective on January 2, 2020 through June 30, 2020.
- d. Christy Durst-McMaster, as a Paraprofessional at the Mary Roberts Elementary School. Ms. Durst-McMaster has been placed on Column Para, Step 1 of the 2019-2020 Paraprofessional Salary Guide at an hourly rate of \$11.08 (4.75 hours per day) for an annual salary of \$9,789.18 prorated, effective on January 2, 2020 through June 30, 2020.
- e. Sean Miller, as a Paraprofessional at the High School. Mr. Miller has been placed on Column Para AA/BS, Step 1 of the 2019-2020 Paraprofessional Salary Guide at an hourly rate of \$11.88 (6.75 hours per day) for an annual salary of \$14,915.34 prorated, effective on January 2, 2020 through June 30, 2020.
- f. Anna Caprarola, as an Assistant Child Caregiver for the Extended Day Care Program for the District. Ms. Caprarola's hourly rate is \$11.00 for 7 hours per week as directed, effective on January 2, 2020 through June 30, 2020.

- g. Deria Hill, as a Child Caregiver for the Extended Day Care Program for the District. Ms. Hill's hourly rate is \$10.80 for 7.5 hours per week as directed, effective on December 9, 2019 through December 31, 2019. The hourly rate will increase to \$11.50 effective January 1, 2020 through June 30, 2020.
- h. Lindsay Vallila, as an Assistant Child Caregiver for the Extended Day Care Program for the District. Ms. Vallila hourly rate is \$10.00 for 7.5 hours per week as directed, effective on November 25, 2019 through December 31, 2019. The hourly rate will increase to \$11.00 effective January 1, 2020 through June 30, 2020.

2. Leave of Absence and Extensions to Leave of Absence

Administrative Staff

No actions recommended at this time.

Professional Staff

- a. Amanda Moreno, a 2nd Grade Teacher at the George Baker Elementary School, a paid Medical Leave of Absence September 3, 2019 through October 31, 2019; an unpaid Family Medical Leave of Absence November 1, 2019 through February 11, 2020. Requesting an unpaid Child Rearing Leave of Absence February 12, 2020 through April 3, 2020.
- b. Michelle Bachman, a 1st Grade Teacher at the South Valley Elementary School, a paid Medical Leave of Absence December 6, 2019 through January 5, 2020.
- c. Rachel Glavin, a Kindergarten Teacher at the South Valley Elementary School, an unpaid NJ Family Leave of Absence December 20, 2019 through March 26, 2020.
- d. Barbara Memmo, a 4th Grade Teacher at the Upper Elementary School, a paid Medical Leave of Absence February 27, 2020 through March 27, 2020.
- e. Jessica Hartzell, a School Counselor at the Upper Elementary School, a paid Medical Leave of Absence August 28, 2019 through October 9, 2019; an unpaid Family Medical Leave of Absence October 10, 2019 through January 17, 2020. Requesting an unpaid Child Rearing Leave of absence January 18, 2020 through June 30, 2020.
- f. Marcia Stetler-Klock, a Computer Teacher at the Upper Elementary School, a paid Medical Leave of Absence September 27, 2019 through November 27, 2019. Requesting an extension to a paid Medical Leave of Absence December 2, 2019 through December 6, 2019.
- g. Spring Williams, a Science Teacher at the Middle School, a paid Medical Leave of Absence August 28, 2019 through November 1, 2019. Requesting an extension to a paid Medical Leave of Absence November 2, 2019 through December 31, 2019. Requesting an extension to a paid Medical Leave of Absence January 1, 2020 through January 22, 2020; unpaid Family Medical Leave of Absence January 23, 2020 through February 11, 2020.

- h. Melanie Bruno, a Social Studies Teacher at the High School, a paid Medical Leave of Absence August 28, 2019 through October 1, 2019; an extension to the paid Medical Leave of Absence from October 2, 2019 through October 18, 2019. Requesting an extension to a paid Medical Leave of Absence October 19, 2019 through November 15, 2019. Requesting and extension to a paid Medical Leave of Absence November 16, 2019 through December 13, 2019.
- i. Paige Morgan, an English Teacher at the High School, a paid Medical Leave of Absence December 4, 2019 through December 20, 2019; Intermittent unpaid Family Medical Leave of Absence from January 1, 2020 through June 30, 2020.

Support Staff

- a. Michelle Holland, a Paraprofessional for the Transportation Department, a .3 unpaid absence November 29, 2019, December 3, 2019, December 6, 2019, December 10, 2019, December 13, 2019, December 17, 2019 and December 20, 2019.

3. Change in FTE and Start Date

Administrative Staff

No actions recommended at this time.

Professional Staff

- a. Katie Shulman, a Special Education Teacher at the South Valley Elementary School from .5FTE (\$28,693.00) to 1FTE (\$57,386.00), effective January 2, 2020 through June 30, 2020.

Support Staff

- a. Sarah Bowling, a Paraprofessional at the George Baker Elementary School from .67FTE (\$9,944.00) to 1FTE (\$14,915.34) prorated, effective on January 2, 2020 through June 30, 2020.
- b. Megan Danysh, a Paraprofessional at the Upper Elementary School from .4FTE (\$10,996.00) to 1FTE (\$18,556.29) prorated, effective on December 3, 2019 through June 30, 2020.
- c. Donna Gallagher, as a Paraprofessional at the Upper Elementary School, effective date is December 2, 2019 through June 30, 2020.
- d. Nicolas Capretti, as General Maintenance for the District, effective date is December 16, 2019 through June 30, 2020.
- e. Daniel Richardson, as a Custodian for the Middle School, effective date is December 9, 2019 through June 30, 2020.

4. Resignation

Administrative Staff

No actions recommended at this time.

Professional Staff

- a. James Heiser, an Assistant Business Administrator for the District, effective January 31, 2020.

Support Staff

- b. Hillary Whitney, a Paraprofessional at the George Baker Elementary School, effective December 5, 2019.
- c. Samuel Rotz, a Custodian at the Upper Elementary School, effective December 13, 2019.

5. Extension of Contract

Administrative Staff

No actions recommended at this time.

Professional Staff

- a. Amanda Doto, as a Long Term Substitute School Counselor at the Upper Elementary School. Ms. Doto has a MA from Rowan 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 August 28, 2019 through January 22, 2020; an extension from January 23, 2020 through June 30, 2020 (temporary leave replacement).

Support Staff

No actions recommended at this time.

6. Substitutes - Exhibit #20-144

7. Co-Curricular - Exhibit #20-145

8. Student Teachers/Practicum Students - Exhibit #20-146

9. Black Seal Stipend - Exhibit #20-147

10. Bus Driver Referral Bonus - Exhibit #20-148

11. Athletic - Exhibit #20-149

Approval of Items 1 – 11:

Moved by: Mrs. Law

Second: Mrs. Shaw

Roll Call Vote: 7 - 0

VIII. Suspensions and HIB Report

A. Suspensions – Exhibit #20-150

B. Superintendent's HIB Report

MOTION:

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

- Substantiated
 - WAMS - #2

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

IX. Informational Only

A. Enrollment Information – December 1, 2019

	2018-2019	2019-2020
High School	1297	1270
Middle School	643	662
Upper Elementary School	920	912
Elementary School	<u>1135</u>	<u>1124</u>
Total	3995	3968

B. Old Business - none

C. New Business - none

D. Public Comments - none

X. Adjournment – 7:50 p.m.

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

Respectfully submitted,

Joanne P. D'Angelo
Board Secretary