

**The Board of Education of Moorestown Township  
Moorestown, New Jersey  
Public Agenda  
William W. Allen Middle School  
February 18, 2014 – 7:30 p.m.**

**1. 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:

1. Notice filed with the Courier Post on July 4, 2013
2. Notice filed with the Burlington County Times on July 3, 2013

**2. Moment of Silence**

**3. Pledge of Allegiance**

**4. Roll Call**

Mr. Don D. Mishler, President  
Mrs. Kathy Goldenberg, Vice President

Mr. Albert Panzarella  
Mr. A. Leigh Powell  
Mr. Brandon J. Pugh  
Mrs. Sheryl Sawin  
Mr. Matthew J. Simeone  
Mr. David A. Weinstein  
Mrs. Christina R. Zajac

Mr. Arthur F. Risdien, Esq., Solicitor  
Mr. Timothy Rehm, Interim Superintendent  
Mrs. Lynn E. Shugars, Business Administrator/Board Secretary  
Mr. David Tate, Director of Special Education  
Ms. Carole Butler, Director of Curriculum and Instruction  
Mrs. Gail Reichg, Director of Personnel

**5. Routine Matters**

**1. Minutes**

Approval of minutes for the following meetings attached as Exhibit #14-183:

January 30, 2014 Executive Session  
January 30, 2014 1<sup>st</sup> Regular Meeting  
January 30, 2014 2<sup>nd</sup> Regular Meeting

February 4, 2014 Executive Session  
February 4, 2014 Special Meeting

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

**2. Communications**

**3. Board Committee Reports**

- 1. Policy and Governance Committee
- 2. Curriculum Committee
- 3. Operations and Facilities Committee
- 4. Budget and Finance Committee
- 5. Technology Committee

**4. Board Advisory Committee Report**

- 1. Township Recreation Advisory Committee
- 2. SpEAC
- 3. MoorArts
- 4. P.A.C.E.
- 5. Home & School Association

**5. Garden State Coalition of Schools**

**6. Welcome Visitors**

**6. Reports to the Board**

**A. Business Administrator/Board Secretary**

- 1. **Financial Reports of the Board Secy.** – December, 2013 – Exhibit #14-184
- 2. **Treasurer’s Report months of November and December** - Exhibit #14-185
- 3. **Cafeteria Report** – January, 2014 – Exhibit #14-186

**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.

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

**4. Approval of Budget Transfers**

I recommend approval of the budget transfers for the month of January 2014 attached as Exhibit #14-187.

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

**5. Approval of Bills**

I recommend approval of the bills, in the amount of \$5,220,424.95 attached as Exhibit #14-188.

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

**7. Recommendations of the Interim Superintendent**

**A. Policies and Procedures – Second Reading**

The Policy Committee has reviewed the file code listed in the attached exhibit and recommends that the policy be entered on second reading.

MOTION:

I recommend that the Board enter and adopt on second reading Policy 2415.04 Title I – District-Wide Parental Involvement as Exhibit #14-189.

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

**B. Educational Program**

**1. Special Education Out-of-District Placements 2013-2014**

The following Moorestown special education student is recommended for placement in the appropriate out-of-district program and school as mandated in the Individualized Education Program (IEP).

MOTION:

I recommend that the Board approve the special education student placement listed on Exhibit #14-190 for the 2013-2014 school year at the location indicated at the approved tuition rate with transportation provided.

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

**2. Special Education In-District Placements 2013-2014**

The following special education student has been recommended for placement in a Moorestown Township Special Education Program. The sending district will bear the cost for tuition and provide transportation.

MOTION:

I recommend that the Board approve the special education student listed on Exhibit #14-191 for placement in a Moorestown Township Special Education Program for the 2013-2014 school year at the appropriate rate of tuition with transportation provided by the sending district.

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

**3. Home Instruction 2013-2014**

Home Instruction students during the 2013-2014 school year.

MOTION:

I recommend that the Board approve the Home Instruction students listed on Exhibit #14-192 for the 2013-2014 school year.

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

**4. Addendum to Consulting Services Agreement**

Consulting services by Brett DiNovi & Associates Behavioral Consultation for a student with autism.

MOTION:

I recommend that the Board approve Exhibit #14-193 for Brett DiNovi Associates to provide consulting services for a student with autism, in addition to the two students approved at the August 13, 2013, Regular Board of Education meeting.

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

**5. Student Field Trip**

Pursuant to the newly promulgated 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 2013-14 school year as listed in Exhibit #14-194.

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 #14-195.

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

**2. Overnight Student Trip**

The Operations and Facilities 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 #14-196:

Model Congress	Philadelphia, PA	March 27-30, 2014
Girls Lacrosse	Cape Henlopen, DE	March 14-15, 2014

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

**3. Internet Services Contract**

MOTION:

A resolution is requested approving a contract with X-tel for internet services for the 2014-2015 school year in the amount of \$50,687, attached Exhibit #14-197.

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

**4. Appointment of Food Service Management Company**

MOTION:

BE IT RESOLVED that Nutri-Serve Food Management, Inc. be approved to provide food service management services for the 2014-15 school year, in accordance with the terms and conditions of the base year contract.

The management fee is a cents per meal management fee comprised of two parts. For each student meal served the fee is \$0.1250 cents per student meal. For each meal equal served (All non reimbursable income divided by a meal equal factor of \$0.0750 ) the fee is \$1.00 per meal equal. The sum of these two fees is the total management fee.

The contract includes a guarantee return of \$50,000. The bottom line on the Nutri-Serve Food Management operational financial report for the school year will be return of \$50,000. If the actual bottom line is below this amount, Nutri-Serve will subsidize the bottom line of the Moorestown Township Public Schools up to 100% of the management fee. All guarantee conditions as listed in the contract must be met.

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

**D. Employee Relations**

**1. Appointments**

Subject to background checks as required by P.L. 1986 c116, for the 2013-2014 school year.

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

Colleen Heon, as a Long Term Substitute 2<sup>nd</sup> Grade Teacher at the George Baker Elementary School. Ms. Heon has a MA from Marymount College. She has been placed on Column MA, Step 1 of the Teacher Salary Guide at a Salary of \$51,195.00 prorated, effective February 1, 2014 through March 14, 2014.

Christian Agresto, as a Long Term Substitute 6<sup>th</sup> Grade History Teacher at the Upper Elementary School. Mr. Agresto has a BA from The College of New Jersey. He has been placed on Column BA, Step 1 of the Teacher Salary Guide at a Salary of \$48,000.00 prorated, effective February 13, 2014 through May 7, 2014.

Caroline Buchanan as a Long Term Substitute Math Teacher at the High School. Ms. Buchanan has a MA from Rutgers University. She has been placed on Column MA, Step 1 of the Teacher Salary Guide at a Salary of \$51,195.00 prorated, effective February 18, 2014 through June 30, 2014.

Claudia Derian, as a Long Term Substitute Biology Teacher at the High School. Dr. Derian has a Ph.D. from Massachusetts Institute of Technology. She has been placed on Column DOC, Step 1 of the Teacher Salary Guide at a Salary of \$54,508.00 prorated, effective February 18, 2014 through April 2, 2014.

Cathleen Maista, as a .5 Biology Teacher at the High School. Ms. Maista has a MA from Rutgers University. She has been placed on Column MA, Step 1 of the Teacher Salary Guide at a Salary of \$25,597.50 prorated, effective February 18, 2014 through June 30, 2014

**Support Staff**

Heather Bernstein, as a Paraprofessional at the George Baker Elementary School. Ms. Bernstein has been placed on Column Para, Step 3 of the Paraprofessional Salary Guide at an hourly rate of \$10.99 for 6.75 hours per day for an annual salary of \$13,797.95 prorated, effective February 3, 2014 through June 30, 2014.

Lauren Parsons, as a Paraprofessional at the George Baker Elementary School. Ms. Parsons has been placed on Column Para EDUC, Step 1 of the 2013-2014 Paraprofessional Salary Guide at an hourly rate of \$12.10 for 6.75 hours per day for an annual salary of \$15,191.55 prorated, effective February 12, 2014 through June 30, 2014.

Erica Lamancusa, as a Paraprofessional at the Mary Roberts Elementary School. Ms. Lamancusa has been placed on Column Para, Step 3 of the 2013-2014 Paraprofessional Salary Guide at an hourly rate of \$10.99 per hour, for 4.5 hours per day for an annual salary of \$9,198.63 effective February 14, 2014 through June 30, 2014.

Nicole Szymanski, as a Paraprofessional at the Mary Roberts Elementary School. Ms. Szymanski has been placed on Column Para EDUC, Step 1 of the 2013-2014 Paraprofessional Salary Guide at an hourly rate of \$13.08 per hour, for 4.5 hours per day for an annual salary of \$10,947.96 effective February 13, 2014 through June 30, 2014.

Tracey Repici, as a Paraprofessional at the Upper Elementary School. Ms. Repici has been placed on Column Para AA/BS, Step 1 of the 2013-2014 Paraprofessional Salary Guide at an hourly rate of \$11.88 per hour, for 4 hours per day for an annual salary of \$8,838.72 effective February 18, 2014 through June 30, 2014.

## **2. Leave of Absence**

### **Administrative Staff**

No actions recommended at this time.

### **Professional Staff**

Carole Dever, a 3<sup>rd</sup> Grade Teacher at the South Valley Elementary School, an anticipated unpaid Leave of Absence April 22, 2014 and April 23, 2014.

Denise Semptimphelter, a 3<sup>rd</sup> Grade Teacher at the South Valley School, an anticipated unpaid Leave of Absence April 23, 2014.

Devon Rapp, a Part Time Computer Teacher at the South Valley School, a .5 unpaid Leave of Absence March 19, 2014.

Joanna Carr, a Guidance Counselor at the Upper Elementary School, an unpaid Leave of Absence March 4, 2014 through March 7, 2014.

Nicole Schollins, a 6<sup>th</sup> Grade Teacher at the Upper Elementary School, an unpaid Leave of Absence May 9, 2014.

Maryann Severino, a 6<sup>th</sup> Grade Teacher at the Upper Elementary School, an anticipated unpaid Leave of Absence April 24, 2014.

Glen Binger, an 8<sup>th</sup> Grade Language Arts Teacher at the Middle School, an anticipated unpaid Leave of Absence April 25, 2014.

Allison Longmuir, a 7<sup>th</sup> Grade Math Teacher at the Middle School, an unpaid anticipated Leave of Absence April 24, 2014.

Kelly Sherman, a 7<sup>th</sup> Grade Language Arts Teacher at the Middle School, an anticipated unpaid Leave of Absence April 24, 2014 and April 25, 2014.

Daniel Smith, a Science Teacher at the Middle School, a .5 anticipated unpaid Leave of Absence April 24, 2014.

Dana Church-Williams, a Biology Teacher at the High School, a paid Medical Leave of Absence January 2, 2014 through March 7, 2014; an unpaid Family Medical Leave of Absence March 8, 2014 through April 1, 2014.

Gary Ross, a Learning Disabled Teacher Consultant at the High School, an unpaid Leave of Absence January 13, 2014 through January 24, 2014.

Andrew Forshay, a History Teacher at the High School, an unpaid Leave of Absence April 24, 2014 and April 25, 2014.

**Support Staff**

Jennifer Gotthelf, a Paraprofessional at the George Baker Elementary School, an unpaid Leave of Absence February 11, 2014.

Gina Yaroch, a Paraprofessional at the South Valley Elementary School, an unpaid Leave of Absence March 28, 2014.

Katherine Alexander, a Paraprofessional at the High School, an unpaid Leave of Absence April 25, 2014.

Dianna Donat, an Interpreter at the High School, a .5 unpaid Leave of Absence February 5, 2014.

Ralph Dalon, a Bus Driver for the Transportation Department, an unpaid Leave of Absence February 27, 2014 and February 28, 2014.

Yahaira Walters-Banks, a Bus Driver for the Transportation Department, a paid Medical Leave of Absence February 12, 2014 through February 21, 2014; unpaid Family Medical Leave Absence February 22, 2014 through March 14, 2014.

**3. Retirement**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

Sara McClain, a 2<sup>nd</sup> Grade Teacher at the George Baker Elementary School, with regret after 22 years of service to the District, effective July 1, 2014.

Arlene Lewis, a Speech-Language Specialist at the South Valley Elementary School, with regret after 24 years of service to the District, effective July 1, 2014.

**Support Staff**

No actions recommended at this time.

**4. Change of Assignment/FTE**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

No actions recommended at this time.

**Support Staff**

Judith Davis, as the Applications Administrator for the District. Ms. Davis' annual salary will be \$47,500.00 prorated effective, February 3, 2014 through June 30, 2014.



Jennifer Payne, a Paraprofessional at the George Baker Elementary School, from 4.5 hours to 6.75 hours per day effective February 3, 2014.

**5. Extension to Leave of Absence**

**Administrative Staff**

No actions recommended at this time

**Professional Staff**

Dena Cicali, a Part Time Kindergarten Teacher at the Mary Roberts Elementary School, an unpaid Child Rearing Leave of Absence March 3, 2014 through June 30, 2014.

**Support Staff**

No actions recommended at this time.

**6. Extension of Contract**

**Administrative Staff**

No actions recommended at this time.

**Professional Staff**

Kelly Staeck, as a Long Term Substitute Part Time Kindergarten Teacher at the Mary Roberts Elementary School, from March 3, 2014 through June 30, 2014.

**Support Staff**

No actions recommended at this time.

**7. Co-Curricular Position - Exhibit #14-198**

**8. Substitutes - Exhibit #14-199**

**9. Suspension/Termination - Exhibit #14-200**

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

**8. Informational Only**

**A. Enrollment Information – February 1, 2014 – Exhibit #14-201**

	<b>2012-2013</b>	<b>2013-2014</b>
High School	1370	1357
Middle School	664	673
Upper Elementary School	930	911
Elementary School	<u>1094</u>	<u>1076</u>
Total	4058	4017

**B. Suspensions – Exhibit #14-202**

**C. Superintendent’s HIB Report**

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

**9. Public Comments**

**10. Adjournment**

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