

CHERRY HILL PUBLIC SCHOOLS
Cherry Hill, New Jersey

EXECUTIVE SESSION

Malberg Administration Bldg.

May 10, 2016 @ 6:15 P.M.

AGENDA

Student Matters

Human Resources Matter

CHERRY HILL PUBLIC SCHOOLS
Cherry Hill, New Jersey

SPECIAL ACTION AGENDA

Malberg Administration Building – Board Room
May 10, 2016
7:00 PM

Meeting called to order by - _____

ROLL CALL

Mrs. Carol Matlack, President
Dr. J. Barry Dickinson, Vice President
Mr. Eric Goodwin
Mrs. Kathy Judge
Mr. Steven Robbins
Mr. Elliott Roth
Mrs. Lisa Saidel
Mrs. Jane Scarpellino
Mr. Ken Tomlinson, Jr.

Student Representatives to the Board of Education

Drew Meklinsky, H.S. East *Timothy Intelisano, H.S. West*
Jimin (Jane) Sul, H.S. East Alternate *Justin Gick, H.S. West Alternate*

Dr. Joseph Meloche, Superintendent

Mr. James Devereaux, Assistant Superintendent, Business/Board Secretary

Dr. Farrah Mahan, Director of Curriculum

Ms. LaCoyya Weathington, Director of Pupil Services

Ms. Nancy Adrian, Director of Human Resources

Mr. Donald Bart, Director of Support Operations

Mrs. Barbara Wilson, Public Information Officer

Mr. Paul Green – Board Solicitor

Pledge of Allegiance

Public Discussion (up to three minutes per person)

Action Agenda

SPECIAL ACTION AGENDA
May 10, 2016

Board of Education Committees:

Curriculum & Instruction Committee Members (yellow)

Chairperson: Lisa Saidel

Administrative Liaison: Farah Mahan

Committee Members: Steve Robbins, Jane Scarpellino, Ken Tomlinson, Jr.

Business & Facilities Committee Members (blue)

Chairperson: J. Barry Dickinson

Administrative Liaison: James Devereaux

Committee Members: Elliott Roth, Eric Goodwin, Kathy Judge

Negotiations, Human Resources & Litigation Committee Members (pink)

Chairperson: Kathy Judge

Administrative Liaison: Nancy Adrian

Committee Members: Jane Scarpellino, Ken Tomlinson, Jr.

Policy & Legislation Committee Members (green)

Chairperson: Eric Goodwin

Administrative Liaison: Don Bart

Committee Members: J. Barry Dickinson, Steve Robbins, Lisa Saidel

Strategic Planning (buff)

Chairperson: Elliott Roth

Administrative Liaison: James Devereaux

Carol Matlack, Kathy Judge, Lisa Saidel

SPECIAL ACTION AGENDA

May 10, 2016

A. CURRICULUM & INSTRUCTION

Board Goals

- **Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.**
- **Create a cost-effective budget that provides for educational resources as well as preventive maintenance and ongoing facilities improvement in all schools.**
- **Enhance communication with and outreach to internal and external stakeholders.**
- **Enhance relationships with internal stakeholders (students and staff.)**

The Superintendent recommends the following:

1. Attendance at Conferences and Workshops for the 2015-2016 school year

ITEM #1. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2015-2016 SCHOOL YEAR

WHEREAS, certain Cherry Hill School District employees have requested authorization to attend the conference(s)/workshop(s) listed below, and

WHEREAS, the attendance of each employee at the specified conference/workshop is educationally necessary, fiscally prudent and 1) directly related to and within the scope of the employee's current responsibilities and the District's professional development plan, and 2) critical to the instructional needs of the District or furthers the efficient operation of the District;

NOW, THEREFORE, BE IT RESOLVED, that the Cherry Hill Board of Education authorizes the attendance of the employees at the specified conferences/workshops listed below, and be it

FURTHER RESOLVED, that the Board hereby determines that the estimated expenses related to the authorized travel listed below are justified and THEREFORE authorizes payment of any registration fees and reimbursement of statutorily authorized travel expenditures to the designated employees, not to exceed District budgetary limitations and to be in accordance with the provisions of N.J.S.A. 18A:11-12, the District's travel policy and procedures, State travel payment guidelines established by the Department of Treasury in NJOMB circular letter 08-13-OMB, and with guidelines established by the federal Office of Management and Budget:

| <u>#</u> | <u>NAME</u> | <u>CONFERENCE</u> | <u>DATE</u> | <u>COST NOT TO EXCEED</u> |
|----------|------------------------------|--|-------------|-------------------------------------|
| A | John Cafagna Carusi | 2016 NJ Schools of Character, Lawrenceville, NJ | 5/20/16 | \$22.44 Mileage General Funds |
| B | Theresa Wisniewski Carusi | 2016 NJ Schools of Character, Lawrenceville, NJ | 5/20/16 | \$22.44 Mileage General Funds |

SPECIAL ACTION AGENDA

May 10, 2016

A. CURRICULUM & INSTRUCTION

ITEM #1. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2015-2016 SCHOOL YEAR-CONTINUED

| <u>#</u> | <u>NAME</u> | <u>CONFERENCE</u> | <u>DATE</u> | <u>COST NOT TO EXCEED</u> |
|----------|--|---|-------------|---|
| C | Nicholas Lampe Carusi | 2016 NJ Schools of Character, Lawrenceville, NJ | 5/20/16 | \$22.44 Mileage General Funds |
| D | Jason Hare Carusi | 2016 NJ Schools of Character, Lawrenceville, NJ | 5/20/16 | \$22.44 Mileage General Funds |
| E | Constance Spencer Carusi | 2016 NJ Schools of Character, Lawrenceville, NJ | 5/20/16 | \$22.44 Mileage General Funds |
| F | Sharon Whitehead Resurrection Catholic | Help Your Students Achieve Computational Fluency, Cherry Hill, NJ | 5/25/16 | \$239.00 Registration Title IIA Funds |

Motion _____ Second _____ Vote _____

SPECIAL ACTION AGENDA

May 10, 2016

B. BUSINESS AND FACILITIES

Board Goals

- **Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.**
- **Create a cost-effective budget that provides for educational resources as well as preventive maintenance and ongoing facilities improvement in all schools.**
- **Enhance communication with and outreach to internal and external stakeholders.**
- **Enhance relationships with internal stakeholders (students and staff.)**

The Superintendent recommends the following:

1. *Financial Reports*
2. *Acceptance of Donation*

ITEM 1. FINANCIAL REPORTS

APPROVAL OF BILL LIST

It is recommended that the Bill List dated May 10, 2016 in the amount of \$1,554,418.69 be approved as submitted.

ITEM 2. ACCEPTANCE OF DONATIONS

| <u>SCHOOL</u> | <u>DONATION</u> | <u>GROUP OFFERING DONATION</u> | <u>VALUE</u> |
|---------------|---|---|--------------------|
| East HS | Monetary -Purchase of a Fence for Girls Varsity Softball Field. | East Synapse (previously accepted 8/26/2014) and East Athletics | \$7,000 \$9,700 |

Motion: _____ Second: _____ Vote: _____

SPECIAL ACTION AGENDA

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

Board Goals

- **Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.**
- **Create a cost-effective budget that provides for educational resources as well as preventive maintenance and ongoing facilities improvement in all schools.**
- **Enhance communication with and outreach to internal and external stakeholders.**
- **Enhance relationships with internal stakeholders (students and staff.)**

The Superintendent recommends the following:

1. Termination of Employment—Certificated
2. Termination of Employment—Non-Certificated
3. Appointments—Certificated
4. Appointments—Non-Certificated
5. Contract Renewals—Certificated-Offer of Employment
6. Contract Renewals—Certificated Staff
7. Contract Renewals—Non-Certificated Staff
8. Assignment/Salary—Certificated
9. Assignment/Salary—Non-Certificated
10. Other Motions

ITEM 1. TERMINATION OF EMPLOYMENT—CERTIFICATED

(a) Resignations

RECOMMENDATION:

Be it resolved the separation from employment of the following employees be approved for the reasons listed and all resignations listed are hereby accepted on the dates listed below.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Reason</u> |
|----------------|--|-----------------------|---------------|
| Emily Briggs | Beck-World Language (\$48,777) | 7/01/16 | Personal |
| Kendra LeMauro | Kingston-Special Education (\$57,326) | 7/01/16 | Personal |

SPECIAL ACTION AGENDA

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. TERMINATION OF EMPLOYMENT—NON-CERTIFICATED

(a) Resignations

RECOMMENDATION:

Be it resolved that the separation from employment of the following employees be approved for the reasons listed and all resignations listed are hereby accepted on the dates listed below.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Reason</u> |
|--------------------|-------------------------------------|-----------------------|---------------|
| Richard Williams | Marlkress-HVAC Lead (\$58,108) | 5/09/16 | Personal |
| Frederik Potgieter | Marlkress-Maintenance (\$34,052) | 4/27/16 | Personal |

ITEM 3. APPOINTMENTS—CERTIFICATED

(a) Regular

RECOMMENDATION:

Be it resolved that the person listed be approved in accord with the data presented.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Salary</u> |
|------------------|--|--|--|
| Elizabeth Begley | CHHS West-Math (Replacing M. Lombardi-budget #11-140-100-101-55-0100) | 5/23/16-6/30/16 (revised for dates) | \$52,698 prorated (Masters-step 1) |

(b) Curriculum Committee— Camp Infusion—Title I

RECOMMENDATION:

Be it resolved that the persons listed be approved as members of the curriculum committee to create curriculum for Camp Infusion for Title I students at CHHS West effective 5/11/16-6/15/16 at the rate of \$35.71/hr (not to exceed \$10,750). Monies budgeted from account #20-232-200-101-55-0101.

| <u>Name</u> | <u>Name</u> | <u>Name</u> |
|--------------------------------|-------------------|--------------------|
| Steven Ansert | Caroline Babula | Christine Buchanan |
| Sherrilynne Buttenbaum-Adamson | Sondra Castellani | Heather Farnath |
| Kevin Frost | Brian Grillo | Adam Kovalevich |
| Heather Kurzeja | Megan Langman | Elena Lattin |
| Kristen McGrath | Daniel McMaster | Carolyn Messias |
| Dolores Reilly | Jennifer Tan | Carole Roskoph |

SPECIAL ACTION AGENDA

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED- continued

(c) Camp Infusion—Title I

RECOMMENDATION:

Be it resolved that the persons listed be approved to instruct during Camp Infusion for Title I students at CHHS West effective 7/05/16-8/04/16 at the rate of \$42.60/hr (not to exceed 3 hrs/day-total amount not to exceed \$30,000). Monies budgeted from account #20-233-100-101-55-0140.

| <u>Name</u> | <u>Name</u> | <u>Name</u> |
|-------------------------------|-------------------|--------------------|
| Steven Ansert | Caroline Babula | Christine Buchanan |
| Sherrilynn Bутtenbaum-Adamson | Sondra Castellani | Heather Farnath |
| Kevin Frost | Brian Grillo | Adam Kovalevich |
| Heather Kurzeja | Megan Langman | Elena Lattin |
| Kristen McGrath | Daniel McMaster | Carolyn Messias |
| Dolores Reilly | Jennifer Tan | |

(d) Camp Infusion—Title I

RECOMMENDATION:

Be it resolved that Carole Roskoph be approved as Lead Teacher during Camp Infusion for Title I students at CHHS West effective 7/05/16-8/04/16 at the rate of \$45.20/hr (not to exceed 62 hrs/\$2850 total). Monies budgeted from account # 20-233-100-101-55-0140.

(e) Curriculum Writing—Perkins Grant

RECOMMENDATION:

Be it resolved that the person listed be approved as members of the curriculum writing committee to support the content specific areas of the Perkins grant effective 4/27/16-6/10/16 at the rate of \$35.71/hr (not to exceed \$12,000). Monies budgeted from account #20-362-200-101-99-0101.

| <u>Name</u> | <u>Name</u> |
|------------------|-----------------|
| Christine Miller | Cathleen Morgan |

SPECIAL ACTION AGENDA

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED- continued

(f) Title I Summer Reading Program Development

RECOMMENDATION:

Be it resolved that the persons listed be approved for Title I Summer Reading Program Development effective 5/15/16-6/15/16 at the rate of \$35.71/hr (not to exceed 45 hrs/\$1606.95). Monies budgeted from account #20-232-100-101-45-0101.

| <u>Name</u> | <u>Name</u> | <u>Name</u> |
|--------------------|-------------------|------------------|
| Melissa Ciavarella | Michelle Corona | Jenna Dunn |
| Joyce Humpert-Nece | Alison McCartney | Marcie Pullano |
| Denise Santucci | Danielle Scibilia | Gretchen Seibert |

(g) Title I Enrichment Planning and Support Material Development

RECOMMENDATION:

Be it resolved that the persons listed be approved for Title I Enrichment Planning and Support Material Development effective 5/15/16-6/15/16 at the rate of \$35.71/hr (not to exceed a total of 15 hrs/\$535.65). Monies budgeted from account #20-232-100-101-45-0101.

| <u>Name</u> | <u>Name</u> | <u>Name</u> |
|------------------------|--------------------------|---------------------|
| <u>Paula Antonelli</u> | <u>Lindsay Ciemiengo</u> | <u>Janice Shima</u> |

ITEM 4. APPOINTMENTS—NON—CERTIFICATED

(a) Regular

RECOMMENDATION:

Be it resolved that the person listed be approved in accord with the data presented.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Salary</u> |
|-----------------|--|--------------------------------|----------------------|
| Harold Anderson | District Technology-Field Technician (Replacing R. Coxson-budget #11-000-252-100-92-0100) | On or about 5/16/16-6/30/16 | \$33,000 prorated |

SPECIAL ACTION AGENDA

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 4. APPOINTMENTS—NON—CERTIFICATED - continued

(b) Vendor STEP Program

RECOMMENDATION:

Be it resolved that Color Me Mines instructor Christina Granato be approved as a vendor for the STEP program effective 5/11/16-6/16/16. Monies budgeted from account #60-990-320-100-58-0004.

ITEM 5. CONTRACT RENEWALS-CERTIFICATED
OFFER OF EMPLOYMENT

(a) Offer of Employment-Non-Tenured Teaching Staff

RECOMMENDATION:

Be it resolved that the following resolution be adopted:

RESOLUTION

IT IS RESOLVED by this Board of Education that the non-tenured teaching staff members listed in Section A of Ms. Adrian's report dated May 6, 2016, which is on file in the office of Human Resources, be given a written offer of a contract for employment for the 2016-2017 school year; and

BE IT FURTHER RESOLVED that said written offer contract a provision that the staff member accept such offer in writing on or before the first day of June 2016; and

BE IT FURTHER RESOLVED that any contract resulting from the aforementioned offer shall be in writing and in a form heretofore used by this Board of Education.

SPECIAL ACTION AGENDA

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 6. CONTRACT RENEWALS—CERTIFICATED STAFF
2016-17 SCHOOL YEAR

(a) CHEA

Be it resolved that the following resolution be adopted:

RESOLVED that this Board hereby authorize the renewal of contracts for tenured/non-tenured teachers affiliated with the Cherry Hill Education Association bargaining unit for the 2016-17 year, effective 9/01/16-6/30/17 with the understanding that salaries will be adjusted in accordance with the salary settlement approved between the Cherry Hill Education Association and the Cherry Hill Board of Education.

(b) CHASA

RECOMMENDATION:

Be it resolved that the principals/assistant principals listed in Ms. Adrian’s report dated May 6, 2016, which shall become part of the official minutes of this meeting, who are affiliated with the Cherry Hill Association of School Administrators bargaining unit be reemployed for the 2016-17 year, effective 7/01/16-6/30/17 with the understanding that salaries will be adjusted in accordance with the salary settlement finally approved under negotiations between the Cherry Hill Association of School Administrators and the Cherry Hill Board of Education.

(c) Non-Affiliated Certificated Employees

RECOMMENDATION:

Be it resolved that the non-affiliated employees in the following positions listed in Ms. Adrian’s report dated May 6, 2016, which shall become part of the official minutes of this meeting, be appointed for the 2016-17 year effective 7/01/16-6/30/17 and that their salary payments based on the 2016-17 rates be continued until salary guidelines have been established and approved.

| | | |
|----------------------------------|---------------------------|------------------------------|
| Assistant Superintendents | Directors | Speech Therapist Consultants |
| School Psychologist Consultants | Social Worker Consultants | LDT-C Consultants |
| Assistant Business Administrator | | |

SPECIAL ACTION AGENDA

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 6. CONTRACT RENEWALS—CERTIFICATED STAFF
2016-17 SCHOOL YEAR - continued

(d) Homebound/Supplemental Instructor

RECOMMENDATION:

Be it resolved that the teachers listed in Ms. Adrian's report dated May 6, 2016, which shall become a part of the official minutes of this meeting, who are affiliated with the Cherry Hill Education Association bargaining unit be approved for homebound and supplemental instruction for the 2016-17 fiscal school year.

(e) Substitute Teachers/Nurses

RECOMMENDATION:

Be it resolved that the employees listed in Ms. Adrian's report dated May 6, 2016, which shall become a part of the official minutes of this meeting, be approved for the 2016-17 school year.

(f) Substitute Teachers/ESY Program

RECOMMENDATION:

Be it resolved that the teachers listed in Ms. Adrian's report dated May 6, 2016, which shall become a part of the official minutes of this meeting, who are affiliated with the Cherry Hill Education Association bargaining unit be approved to substitute during the 2016 ESY Summer Program.

SPECIAL ACTION AGENDA

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 7. CONTRACT RENEWALS—NON-CERTIFICATED STAFF

(a) Secretaries - (CHEA)

RECOMMENDATION:

Be it resolved that the secretarial personnel listed in Ms. Adrian's report dated May 6, 2016, which shall become a part of the official minutes of this meeting, who are affiliated with the Cherry Hill Education Association bargaining unit be reemployed for the 2016-17 year, effective 7/01/16-6/30/17 with the understanding that salaries will be adjusted in accordance with the salary settlement approved between the Cherry Hill Education Association and the Cherry Hill Board of Education.

(b) Support Staff - (CHEA)

RECOMENDATION:

Be it resolved that the employees listed in Ms. Adrian's report dated May 6, 2016, which shall become a part of the official minutes of this meeting, who are affiliated with the Cherry Hill Education Association bargaining unit be reemployed for the 2016-17 year, effective 7/01/16-6/30/17 with the understanding that salaries will be adjusted in accordance with the salary settlement approved between the Cherry Hill Education Association and the Cherry Hill Board of Education.

(c) Technology Staff - (CHEA)

RECOMENDATION:

Be it resolved that the employees listed in Ms. Adrian's report dated May 6, 2016, which shall become a part of the official minutes of this meeting, who are affiliated with the Cherry Hill Education Association bargaining unit be reemployed for the 2016-17 year, effective 7/01/16-6/30/17 with the understanding that salaries will be adjusted in accordance with the salary settlement approved between the Cherry Hill Education Association and the Cherry Hill Board of Education.

SPECIAL ACTION AGENDA

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 7. CONTRACT RENEWALS—NON- CERTIFICATED STAFF

continued

(d) Non-Affiliated Employees

RECOMMENDATION:

Be it resolved that the non-affiliated employees in the following positions listed in Ms. Adrian’s report dated May 6, 2016, which shall become a part of this official meeting, be appointed for the 2016-17 year and that their salary payments based on the 2015-16 rates be continued until salary guidelines have been established and approved.

| | | |
|------------------------------|----------------------------------|-----------------------------------|
| Managers/Assistant Managers | Directors | Supervisors/Assistant Supervisors |
| Student Advocates | Treasurer of Monies | District Medical Inspector |
| Accountant | Senior Accountant | Finance Technician |
| Secretaries | Administrative Assistants | High School Student Supervisors |
| Public Information Officer | Assistant Director of Technology | Technology |
| Transportation Facilitators | Transportation Coordinators | Travel Trainer |
| Coordinators | COTA | Physical Therapy Consultants |
| School Supportive Assistants | Occupational Therapy Consultants | Consulting Psychiatrists |
| Neurological Consultants | Clerk | |

(e) Supervisory

RECOMMENDATION:

Be it resolved that the employees listed in Ms. Adrian’s report dated May 6, 2016, which shall become a part of the official minutes of this meeting, who are affiliated with the Cherry Hill Supervisory Association bargaining unit, be reemployed for the 2016-17 school year, effective 7/01/16-6/30/17 and that their salaries be adjusted in accordance with the contract settled between the Cherry Hill Supervisory Staff Association and the Cherry Hill Board of Education.

SPECIAL ACTION AGENDA

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 7. CONTRACT RENEWALS—NON- CERTIFICATED STAFF –

continued

(f) Supportive

RECOMMENDATION:

Be it resolved that the employees listed in Ms. Adrian's report dated May 6, 2016, which shall become a part of the official minutes of this meeting, who are affiliated with the Cherry Hill Supportive Staff Association bargaining unit be reemployed for the 2016-17 school year effective 7/01/16-6/30/17 and that their salaries be adjusted in accordance with the contract settled between the Cherry Hill Supportive Staff Association and the Cherry Hill Board of Education.

(g) Campus Police

RECOMMENDATION:

Be it resolved that the employees listed in Ms. Adrian's report dated May 6, 2016, which shall become a part of the official minutes of this meeting, who are affiliated with the Cherry Hill Campus Police Association bargaining unit, be reemployed for the 2016-17 school year, effective 9/01/16-6/30/17, with the understanding that salaries will be adjusted in accordance with the salary settlement approved under negotiations between the Cherry Hill Campus Police Association and the Cherry Hill Board of Education.

(h) Educational Assistants

RECOMMENDATION:

Be it resolved that the employees listed in Ms. Adrian's report dated May 6, 2016, which shall become a part of the official minutes of this meeting, who are affiliated with the Educational Association of Cherry Hill bargaining unit, be reemployed for the 2016-17 school year, effective 9/01/15-6/30/16 and that their salaries be adjusted with the salary settlement finally approved under negotiations between the Educational Association of Cherry Hill and the Cherry Hill Board of Education.

(i) Substitute Secretaries

RECOMMENDATION:

Be it resolved that the employees listed in Ms. Adrian's report dated May 6, 2016, which shall become a part of the official minutes of this meeting, be approved for the 2016-17 school year.

(j) Substitute Educational Assistants/ESY Program

RECOMMENDATION:

Be it resolved that the educational assistants listed in Ms. Adrian's report dated May 6, 2016, which shall become a part of the official minutes of this meeting, who are affiliated with the EACH bargaining unit be approved to substitute during the 2016 ESY Summer Program.

SPECIAL ACTION AGENDA

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 8. ASSIGNMENT/SALARY CHANGE—CERTIFICATED

(a) Reassignment

RECOMMENDATION:

Be it resolved that the person listed be reassigned for the 2016-17 school year in accord with the data presented.

| <u>Name</u> | <u>From</u> | <u>To</u> | <u>Effective Date</u> | <u>Salary</u> |
|--------------|--|---|-----------------------|---------------|
| Dennis Perry | Beck-Principal (budget #11-000- 240-103-40-0100) | CHHS East- Principal (Replacing L. Chapman-budget # 11-000-240-103-50- 0100) | 7/01/16-6/30/17 | *\$155,994 |

*Salary to be adjusted pending outcome of negotiations between the Cherry Hill BOE and CHASA

(b) Revised Athletic/Co-Curricular Stipends

RECOMMENDATION:

Be it resolved that the Athletic and Co-Curricular Stipends of the persons listed in the report on file in the office of Human Resources, which shall become a part of the official minutes of this meeting be adjusted for the 2015-16 school year in accordance with the ratification of the contract between the Cherry Hill Board of Education and CHEA.

ITEM 9. ASSIGNMENT/SALARY CHANGE—NON-CERTIFICATED

(a) Reassignment

RECOMMENDATION:

Be it resolved that the person listed be reassigned for the 2015-16 school year in accord with data presented.

| <u>Name</u> | <u>From</u> | <u>To</u> | <u>Effective Date</u> | <u>Salary</u> |
|-----------------------|--|--|-----------------------|-------------------|
| Laurence Dougherty | Marlkress- Groundskeeper (\$43,903-budget # 11-000-263-100-86- 0100) | Marlkress- Grounds Crew Leader (Replacing T. Fazio-budget #11-000-263-100- 86-0100) | 5/11/16-6/30/16 | \$44,903 prorated |

SPECIAL ACTION AGENDA

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 10. OTHER MOTIONS

(a) Withholding Increment

Resolved, upon the recommendation of the Superintendent of Schools, that the Cherry Hill Board of Education withholds the employment and adjustment salary increment of staff member #4164 effective for the 2016-17 school year.

(b) Withholding Increment

Resolved, upon the recommendation of the Superintendent of Schools, that the Cherry Hill Board of Education withholds the employment and adjustment salary increment of staff member #4282 effective for the 2016-17 school year.

(c) Withholding Increment

Resolved, upon the recommendation of the Superintendent of Schools, that the Cherry Hill Board of Education withholds the employment and adjustment salary increment of staff member #5510 effective for the 2016-17 school year.

Motion _____ Second _____ Vote _____

SPECIAL ACTION AGENDA

May 10, 2016

D. POLICY & LEGISLATION COMMITTEE

Board Goals

- **Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.**
- **Create a cost-effective budget that provides for educational resources as well as preventive maintenance and ongoing facilities improvement in all schools.**
- **Enhance communication with and outreach to internal and external stakeholders.**
- **Enhance relationships with internal stakeholders (students and staff.)**

NO ITEMS

E. STRATEGIC PLANNING COMMITTEE

Board Goals

- **Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.**
- **Create a cost-effective budget that provides for educational resources as well as preventive maintenance and ongoing facilities improvement in all schools.**
- **Enhance communication with and outreach to internal and external stakeholders.**
- **Enhance relationships with internal stakeholders (students and staff.)**

NO ITEMS

memorandum

Date: May 5, 2016

To: Members, Board of Education

From: Dr. Joseph Meloche, Superintendent

AGENDA

EXECUTIVE SESSION 6:15 PM
SPECIAL ACTION MEETING—7:00 PM
BOARD WORK SESSION—Immediately following Special Action

May 10, 2016 - Malberg Board Room

BOARD OF EDUCATION COMMITTEES

Curriculum & Instruction Committee Members (yellow)

Chairperson: Lisa Saidel

Administrative Liaison: Farah Mahan

Committee Members: Steve Robbins, Jane Scarpellino, Ken Tomlinson, Jr.

Business & Facilities Committee Members (blue)

Chairperson: J. Barry Dickinson

Administrative Liaison: James Devereaux

Committee Members: Elliott Roth, Eric Goodwin, Kathy Judge

Negotiations, Human Resources & Litigation Committee Members (pink)

Chairperson: Kathy Judge

Administrative Liaison: Nancy Adrian

Committee Members: Jane Scarpellino, Ken Tomlinson, Jr.

Policy & Legislation Committee Members (green)

Chairperson: Eric Goodwin

Administrative Liaison: Donald Bart

Committee Members: J. Barry Dickinson, Steve Robbins, Lisa Saidel

Strategic Planning (buff)

Chairperson: Elliott Roth

Administrative Liaison: James Devereaux

Committee Members: Carol Matlack, Kathy Judge, Lisa Saidel

BOARD WORK SESSION

May 10, 2016

PRESENTATIONS

Display of our 19 schools' Earth Festival display in the Malberg APR prior to the meeting.

BOARD WORK SESSION

- First Public Discussion (Agenda Items -up to three minutes per person)

NEW BUSINESS

- Second Public Discussion (up to three minutes per person)

BOARD WORK SESSION

May 10, 2016

A. CURRICULUM & INSTRUCTION

Board Goals

- **Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.**
- **Create a cost-effective budget that provides for educational resources as well as preventive maintenance and ongoing facilities improvement in all schools.**
- **Enhance communication with and outreach to internal and external stakeholders.**
- **Enhance relationships with internal stakeholders (students and staff.)**

The Superintendent recommends the following:

1. Attendance at Conferences and Workshops for the 2015-2016 school year
2. Approval of Out of District Student Placements for 2015-2016 School Year
3. Approval of Middle School Supplemental Literature Books for the 2016-2017 school year
4. Approval of Summer Middle School Reading List

ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2015-2016 SCHOOL YEAR

WHEREAS, certain Cherry Hill School District employees have requested authorization to attend the conference(s)/workshop(s) listed below, and

WHEREAS, the attendance of each employee at the specified conference/workshop is educationally necessary, fiscally prudent and 1) directly related to and within the scope of the employee's current responsibilities and the District's professional development plan, and 2) critical to the instructional needs of the District or furthers the efficient operation of the District;

NOW, THEREFORE, BE IT RESOLVED, that the Cherry Hill Board of Education authorizes the attendance of the employees at the specified conferences/workshops listed below, and be it

FURTHER RESOLVED, that the Board hereby determines that the estimated expenses related to the authorized travel listed below are justified and THEREFORE authorizes payment of any registration fees and reimbursement of statutorily authorized travel expenditures to the designated employees, not to exceed District budgetary limitations and to be in accordance with the provisions of N.J.S.A. 18A:11-12, the District's travel policy and procedures, State travel payment guidelines established by the Department of Treasury in NJOMB circular letter 08-13-OMB, and with guidelines established by the federal Office of Management and Budget:

| <u>#</u> | <u>NAME</u> | <u>CONFERENCE</u> | <u>DATE</u> | <u>COST NOT TO EXCEED</u> |
|----------|--------------------|---|-------------|---|
| A | George Guy Rosa | The Limits & Possibilities of Education Making a Difference for Every Child, King of Prussia, PA | 5/26/16 | \$46.33 Mileage/Tolls/ Parking General Funds |

BOARD WORK SESSION

May 10, 2016

A. CURRICULUM & INSTRUCTION

ITEM #1. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2015-2016 SCHOOL YEAR-CONTINUED

| <u>#</u> | <u>NAME</u> | <u>CONFERENCE</u> | <u>DATE</u> | <u>COST NOT TO EXCEED</u> |
|----------|------------------------|--|-------------|---|
| B | Sean Sweeney Barton | The Limits & Possibilities of Education Making a Difference for Every Child, King of Prussia, PA | 5/26/16 | \$41.38 Mileage/Tolls/ Parking General Funds |
| C | Karen Russo Beck | The Limits & Possibilities of Education Making a Difference for Every Child, King of Prussia, PA | 5/26/16 | \$46.42 Mileage/Tolls/ Parking General Funds |

ITEM 2. APPROVAL OF OUT OF DISTRICT STUDENT PLACEMENTS FOR 2015-2016 SCHOOL YEAR

It is requested that the following out of district tuition contracts be submitted to the Board of Education for approval for the 2015-16 school year during the May 2016 cycle. There are 3 submissions.

| VENDOR | ID | TERM | RSY TUITION | RSY Aide | ESY | Out of Co fee | Total |
|-----------------------|-----------|-----------------|--------------------|-----------------|------------|----------------------|--------------|
| Bonnie Brae | 2030610 | 7/6/15-7/17/15 | | | 3,300 | | 3,300 |
| Burlington Co. SSD | 3018033 | 1/19/16-6/30/16 | 22,408 | 11,306 | | 1,723 | 35,437 |
| Gloucester Co Vo Tech | 3002368 | 2/1/16-6/30/16 | 1,103 | | | 2,880 | 3,983 |

42,720

ITEM 3. APPROVAL OF MIDDLE SCHOOL SUPPLEMENTAL LITERATURE FOR 2016-2017 SCHOOL YEAR

It is recommended that the Board approve the middle school supplemental literature books listed below as discussed at the May 2, 2016 Curriculum and Instruction committee meeting.

| <u>TITLE</u> | <u>AUTHOR</u> | <u>GRADE LEVEL</u> |
|---|--------------------|--------------------|
| A Long Walk to Water | Linda Sue Park | 7 |
| The Crossover | Kwame Alexander | 7 |
| Bomb: The Race to Build-and Steal-The World's Most Dangerous Weapon | Steven Sheinken | 8 |
| Brown Girl Dreaming | Jacqueline Woodson | 8 |

BOARD WORK SESSION

May 10, 2016

A. CURRICULUM & INSTRUCTION

ITEM 4. APPROVAL OF MIDDLE SCHOOL SUMMER READING

It is requested that the Board approve the middle school summer reading list below for the 2016-2017 school year.

Grade 6 Summer Reading Titles

Savvy by Ingrid Law
Hidden Talents by David Lubar
Inside Out and Back Again by Thanhaa Lai
Flipped by Wendelin Van Draanen

Grade 7 Summer Reading Titles

A Long Walk to Water by Linda Sue Park
The Crossover by Kwame Alexander
Island on Bird Street by Uri Orlev
The Dreamer by Pat Munoz Ryan and Peter Sis
The Alchemyst: The Secrets of the Immortal Nicholas Flamel by Michael Scott

Grade 8 Summer Reading Titles

Bomb: The Race to Build – and Steal – The World’s Most Dangerous Weapon by Steven Sheinken
Brown Girl Dreaming by Jacqueline Woodson
Freak the Mighty by Rodman Philbrick
Uglies by Scott Westerfeld
Black Diamond: The Story of the Negro Baseball Leagues by Patricia and Frederick McKissack

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

Board Goals

- **Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.**
- **Create a cost-effective budget that provides for educational resources as well as preventive maintenance and ongoing facilities improvement in all schools.**
- **Enhance communication with and outreach to internal and external stakeholders.**
- **Enhance relationships with internal stakeholders (students and staff.)**

The Superintendent recommends the following:

- A. Approval of Appointments
 - B. Approval of Reaffirmation of Policies, Actions, Rules and Regulations
 - C. Approval of Resolution – Educational Services
 - D. Approval of Resolution – Board Meeting Advertisements
 - E. Approval of Bank Accounts
 - F. Approval of Investment of Funds
 - G. Approval of Tax Receipt Schedule
1. Financial Reports
 2. Resolutions
 3. Resolution for the Award of Bids
 4. Resolution for the Award of Transportation
 5. Acceptance of Donations

ITEM 1. FINANCIAL REPORTS

- a) BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR MARCH 2016
- b) LINE ITEM TRANSFER REPORTS FOR THE MONTH OF MARCH 2016
- c) FOOD SERVICE OPERATING STATEMENT FOR MARCH 2016
- d) SACC FINANCIAL REPORT FOR MARCH 2016
- e) DISBURSEMENT OF FUNDS
- f) APPROVAL OF BILL LIST

ITEM 2. RESOLUTIONS

- a) SCHOOL BUS EMERGENCY EVACUATION SECOND DRILLS REPORT

ITEM 3. RESOLUTION FOR THE AWARD OF BIDS

- a) #1516-004 – A-WING HVAC SYSTEM REPLACEMENT AND RELATED WORK AT CHERRY HILL HIGH SCHOOL EAST (5-10-16)

ITEM 4. RESOLUTION FOR THE AWARD OF TRANSPORTATION

- a) ROUTE #Q-CSH – SHARP ELEMENTARY SCHOOL – DCP&P, CAMDEN, NJ

ITEM 5. ACCEPTANCE OF DONATIONS

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

The Superintendent recommends the following:

A. APPROVAL OF APPOINTMENTS

1. Appointment of Board Secretary/Assistant Board Secretary

It is recommended that Lynn Shugars be appointed Board Secretary and Lisa Ridgway be appointed Assistant Board Secretary for this Board of Education for a term commencing July 1, 2016 through June 30, 2017.

2. Treasurer of School Monies

It is recommended that Debra DiMattia be appointed Treasurer of School Monies for this Board of Education for a term commencing July 1, 2016 through June 30, 2017.

3. Affirmative Action Officer

It is recommended that LaCoyya Weathington, Director of Pupil Services, be appointed Affirmative Action Officer for this Board of Education for a term commencing July 1, 2016 through June 30, 2017.

4. Public Agency Compliance Officer

It is recommended that the Assistant Superintendent/Business, Board Secretary be appointed Public Agency Compliance Officer for this Board of Education for bid specifications, construction contracts and procurement, and professional and service contracts for a term commencing July 1, 2016 through June 30, 2017.

5. Section 504 Officer/ADA Officer

It is recommended that James Riordan, Director of Guidance, be appointed as Section 504 Officer/ADA Officer for this Board of Education for a term commencing July 1, 2016 through June 30, 2017.

6. Title IX Officer

It is recommended that James Riordan, Director of Guidance, be appointed as Title IX Officer for this Board of Education for a term commencing July 1, 2016 through June 30, 2017.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

A. APPROVAL OF APPOINTMENTS - continued

7. Substance Awareness Coordinator

It is recommended that James Riordan, Director of Guidance, be appointed as Substance Awareness Coordinator for this Board of Education for a term commencing July 1, 2016 through June 30, 2017.

8. Homeless Liaison

It is recommended that Don Bart, Director of Support Operations, be appointed as Homeless Liaison for this Board of Education for a term commencing July 1, 2016 through June 30, 2017.

9. Indoor Air Quality Program Certifier

It is recommended that Thomas Carter, Director of Facilities, be appointed as the designated person to review and certify the Indoor Air Quality Program for this Board of Education for a term commencing July 1, 2016 through June 30, 2017.

10. Asbestos Management and NJ PEOSH Officer/Coordinator

It is recommended that Thomas Carter, Director of Facilities, be appointed as the designated person for this Board of Education for Asbestos Management and NJ PEOSH matters for a term commencing July 1, 2016 through June 30, 2017.

11. Integrated Pest Management Coordinator and IPM Plan

It is recommended that Thomas Carter, Director of Facilities, be appointed as Integrated Pest Management (“IPM”) Coordinator for this Board of Education for a term commencing July 1, 2016 through June 30, 2017, and that the Board approve the District IPM Plan for the 2016/2017 school year.

12. Right to Know Officer

It is recommended that Thomas Carter, Director of Facilities be appointed as the District Right to Know Officer for this Board of Education for a term commencing July 1, 2016 through June 30, 2017.

13. Custodian of Records

It is recommended that the Assistant Superintendent Business/Board Secretary be appointed as the District’s Custodian of Records (*N.J.S.A.47:1A-1 et seq.*) commencing July 1, 2016.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

A. APPROVAL OF APPOINTMENTS - continued

14. Designation of Official Newspaper

It is recommended that the Courier Post and the Philadelphia Inquirer be designated as the official newspapers for the Cherry Hill Board of Education.

15. Purchasing Agent

BE IT RESOLVED that pursuant to the Public School Contracts Law (*N.J.S.A. 18A:18A-1 et seq*), the Assistant Superintendent, Business/Board Secretary, shall serve as the “Contracting Agent” of this school district for the 2016/2017 school year.

BE IT FURTHER RESOLVED that pursuant to *N.J.S.A. 18A: 18A-3*, the Assistant Superintendent, Business/Board Secretary, is hereby empowered to make, negotiate, and award any and all purchases, contracts, and agreements for the performance of any work or services, or the furnishing or hiring of materials or supplies where the cost or price thereof does not exceed \$40,000.00 and \$18,800.00 for pupil transportation contracts (as amended from time to time) in a fiscal year, without public advertising for bids and bidding, and in accordance with the provisions of this resolution.

BE IT FURTHER RESOLVED that pursuant to *N.J.S.A. 18A:18A-37c.*, the Assistant Superintendent, Business/Board Secretary is authorized to award any contract or agreement, the aggregate cost or price of which is estimated at less than fifteen percent (15%) of the required bidding threshold, without soliciting competitive quotations.

16. Solicitor

WHEREAS, the Public School Contracts Law (*N.J.S.A. 18A: 18A-1, et seq*) authorizes the awarding of a contract for “Professional Services” without competitive bidding.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Cherry Hill, County of Camden, that Paul Green, of the law firm of Schenck, Price, Smith & King, LLP (“SPSK”), 220 Park Avenue, Florham Park, New Jersey 07932, be appointed the Solicitor of this Board for the period July 1, 2016 through June 30, 2017 to provide comprehensive legal services ordinarily provided by an Attorney at Law of the State of New Jersey in accordance with the terms and conditions more specifically set forth in the Retainer Agreement between the parties. Said Paul Green, is a person authorized by law to practice a recognized profession in the State of New Jersey, which practice is regulated by the laws of this State, to wit; the profession of law. These professional services are necessary and are required by the Board of Education; and be it

FURTHER RESOLVED, that the requisite summary of the contract award shall be published once in an official newspaper of record for the District in accordance with the requirements of *N.J.S.A. 18A:18A-5a.(1)*.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

A. APPROVAL OF APPOINTMENTS - continued

17. Architect of Record

WHEREAS, the Public School Contracts Law (*N.J.S.A. 18A:18A-1 et seq*) authorizes the awarding of a contract for “Professional Services” without competitive bidding;

NOW, THEREFORE, BE IT RESOLVED that the firm of Becica Associates, LLC is hereby appointed as Architect of Record to the District commencing July 1, 2016, through June 30, 2017.

FURTHER RESOLVED, that the requisite summary of the contract award shall be published once in an official newspaper of record for the District in accordance with the requirements of *N.J.S.A. 18A:18A-5a.(1)*.

This effort and additional services will be performed on a pre-determined fixed fee and/or time and material basis in accordance with the schedule of rates presented in their 2016 proposal.

18. Engineer of Record

WHEREAS, the Public School Contracts Law (*N.J.S.A. 18A:18A-1 et seq*) authorizes the awarding of a contract for “Professional Services” without competitive bidding;

NOW, THEREFORE, BE IT RESOLVED that the firm of Concord Engineering is hereby appointed as Engineer of Record to the District commencing July 1, 2016 through June 30, 2017.

FURTHER RESOLVED, that the requisite summary of the contract award shall be published once in an official newspaper of record for the District in accordance with the requirements of *N.J.S.A. 18A:18A-5a.(1)*.

This effort and additional services will be performed on a pre-determined fixed fee and/or time and material basis in accordance with the schedule of rates presented in their 2016 proposal.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

A. APPROVAL OF APPOINTMENTS - continued

19. RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH TTI ENVIRONMENTAL, INC. FOR PROVISION OF ENVIRONMENTAL SERVICES

WHEREAS, the Cherry Hill Board of Education requires the services of an appropriately licensed and qualified environmental services company to provide industrial hygiene services, environmental consulting, and safety and health training services; and

WHEREAS, the Board has previously engaged the services of TTI Environmental, Inc. (“TTI”) to provide such services, and finds that continuing the services of TTI Environmental, Inc. will result in the provision of the required services in an efficient and cost effective manner; and

WHEREAS, TTI Environmental, Inc. is qualified to provide the services, which constitute professional services within the meaning of the Public School Contracts Law; and

WHEREAS, the Board, pursuant to its authority under N.J.S.A. 18A:18A-5a(1), may negotiate and award a contract for professional services without the necessity of public advertising for bids and bidding therefor;

NOW, THEREFORE, BE IT RESOLVED, that the Cherry Hill Board of Education awards a non-exclusive contract to TTI Environmental, Inc. for the 2016/2017 school year for the provision of industrial hygiene services relating to asbestos and indoor air quality monitoring and sampling, environmental consulting, and safety and health training services, on a time and materials basis in accordance with TTI Environmental, Inc.’s proposal dated _____, 2016; and be it

FURTHER RESOLVED, that the Board President and Assistant Superintendent-Business/Board Secretary are authorized to execute the contract with TTI Environmental, Inc.; and be it

FURTHER RESOLVED, that the requisite summary of the contract award shall be published once in an official newspaper of record for the District in accordance with the requirements of *N.J.S.A. 18A:18A-5a(1)*.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

A. APPROVAL OF APPOINTMENTS - continued

20. Auditor

WHEREAS, the Cherry Hill Board of Education (“Board”) is required by law to appoint a licensed public school accountant to conduct its annual audit, and requires the provision of other accounting services; and

WHEREAS, the firm of Wiss & Company is a licensed public school accountant qualified to perform the required services; and

WHEREAS, the Board acknowledges the receipt, review and evaluation of Wiss & Company’s external peer/quality report and letter of comment as required by *N.J.A.C. 6A:23-2.2(i)*; and

WHEREAS, the services to be rendered are professional services pursuant to *N.J.S.A. 18A:18A-5*, in that they are to be performed by persons authorized by law to practice a recognized profession and whose practice is regulated by law, and therefore a contract for said services may be negotiated and awarded without public bidding; and

WHEREAS, these professional services are necessary and are required by the Board of Education;

NOW, THEREFORE, BE IT, RESOLVED by the Cherry Hill Board of Education that Scott A. Clelland, Partner of Wiss & Company, L.L.P., 354 Eisenhower Parkway, Livingston, New Jersey, be appointed the Public School Accountant of this Board beginning July 1, 2016 until June 30, 2017 to perform the professional services ordinarily provided by a New Jersey Licensed Public School Accountant, including the examination of the financial statements of the Board of Education for the fiscal year ending June 30, 2016 and performance of the annual audit required by law, and to receive such compensation as may be reasonable for such services; and be it

FURTHER RESOLVED, that the Board President is hereby authorized to execute all necessary contracts and documentation to effectuate the provision of the Services, contingent upon the approval of the contents and form of such contracts and documentation by the Board Solicitor; and be it

FURTHER RESOLVED, that the requisite summary of the contract award shall be published once in an official newspaper of record for the District in accordance with the requirements of *N.J.S.A. 18A:18A-5a.(1)*.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

A. APPROVAL OF APPOINTMENTS - continued

21. Appointment - Healthcare Insurance Portability & Accountability Act (HIPAA) Officer

It is recommended that Nancy Adrian, Director of Human Resources, be designated as the Healthcare Insurance Portability & Accountability Act (HIPAA) compliance officer for the 2016/2017 school year.

22. Tax Shelter Annuity Companies and Disability Insurance Companies

It is recommended that the Board of Education approves the following list of TSA representatives that are authorized for payroll deductions and the list of Disability Insurance companies that are authorized for payroll deductions.

TAX SHELTER ANNUITIES

Equitable
Lincoln Investment
Met Life
Valic - (AIG)
State of New Jersey Division of Pensions
The Legend Group
Vanguard (Grandfathered-closed TSA)

DISABILITY INSURANCE

Aetna
Prudential Ins. Co. of America - CHEA
American General Insurance
Prudential Ins. Co. of America - CHASA
AFLAC

23. Ratification of Paid Bills and Budget Transfers

It is recommended that the Assistant Superintendent, Business/Board Secretary be authorized to execute payment of bills and budget transfers prior to Board Approval. Such actions will be made when necessary to facilitate the normal operations of the district and shall be presented at the next Board Action meeting for ratification.

24. Insurance Broker of Record

It is recommended that Conner Strong, 40 Lake Center Executive Park, 401 Rt. 73 North, Suite 300, Marlton, NJ be appointed Insurance Broker of Record for the Board of Education for a term commencing July 1, 2016 through June 30, 2017.

FURTHER RESOLVED, that the requisite summary of the contract award shall be published once in an official newspaper of record for the District in accordance with the requirements of *N.J.S.A. 18A:18A-5a.(1)*.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

A. APPROVAL OF APPOINTMENTS - continued

25. RESOLUTION TO APPROVE BOND COUNSEL

WHEREAS, the Cherry Hill Board of Education (the “Board”) has determined that it is necessary to retain the services of Bond Counsel; and

WHEREAS, said services are in the nature of professional services pursuant to *N.J.S.A. 18A:18A-5* and, therefore, a contract for said services may be negotiated and awarded without public bidding; and

WHEREAS, the Board has determined that the law firm of Wilentz, Goldman & Spitzer, P.A. is qualified to provide such legal services, and that appointment of such firm is in the best interest of the School District and will result in provision of the highest quality services at a fair and competitive price;

NOW, THEREFORE, BE IT, RESOLVED, that the Cherry Hill Board of Education hereby appoints Lisa Gorab of the firm of Wilentz, Goldman & Spitzer, P.A., Woodbridge, New Jersey (“Wilentz”) as Bond Counsel in accordance with the terms of Wilentz’s proposal, continuing for a term of twelve months from the date of this resolution; and be it

FURTHER RESOLVED, that the Board approves the Bond Counsel Services Agreement with Wilentz on file in the office of the Assistant Superintendent, Business/Board Secretary and authorizes its President and Secretary to execute same on behalf of the Board; and be it

FURTHER RESOLVED, that the requisite summary of the contract award shall be published once in an official newspaper of record for the District in accordance with the requirements of *N.J.S.A. 18A:18A-5a.(1)*.

26. OMNI GROUP 403(B) TPA

Motion to renew the annual services agreement with the OMNI GROUP for the 2016/2017 school year as administrator for the 403B Plan in the amount of \$2,040.00.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

A. APPROVAL OF APPOINTMENTS - continued

27. A RESOLUTION AWARDING AN EXTRAORDINARY UNSPECIFIABLE SERVICES CONTRACT TO PHOENIX ADVISORS, LLC FOR FINANCIAL ADVISOR SERVICES

WHEREAS, the Cherry Hill Board of Education (the “Board”) has determined that it requires the services of a qualified financial advisor to provide management advice, guidance and assistance in connection with financing of various projects; and

WHEREAS, the services are in the nature of an extraordinary unspecifiable service (“EUS”) and not subject to public bidding per *N.J.S.A.* 18A:18A-5(a)(2), in that the need for expertise, extensive training and proven reputation in the field of endeavor are critical and essential to the project for which the contract is being awarded, and the services are of such a qualitative nature that the performance of the services cannot be reasonably described by written specifications; and

WHEREAS, the anticipated total expenditure for the services is in any event below the bid threshold established by the Public School Contracts Law; and

WHEREAS, Phoenix Advisors, LLC has the necessary background and expertise to effectively provide such service and has previously provided such services to the Board in an effective and efficient manner;

NOW THEREFORE, BE IT, RESOLVED, upon the recommendation of the Assistant Superintendent, Business/Board Secretary, the Board hereby approves a contract between the Board and Phoenix Advisors, LLC for the provision of financial advisor services in accordance with the terms of their proposal, at a total cost not to exceed Seventeen Thousand Five Hundred Dollars (\$17,500) for the period July 1, 2016 through June 30, 2017; and be it

FURTHER RESOLVED, that the Board President and Secretary are authorized to execute an Agreement with Phoenix Advisors, LLC on behalf of the Board of Education upon final approval of the form of any such Agreement by the Board Solicitor; and be it

FURTHER RESOLVED that the District shall forthwith cause to be printed once, in an official newspaper, a brief notice stating the nature, duration, service and amount of the contract, and stating that the Resolution and Agreement will be on file and available for public inspection in the office of the Board.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

B. APPROVAL OF REAFFIRMATION OF POLICIES, ACTIONS, RULES AND REGULATIONS

1. POLICIES

It is recommended that it be resolved that the policies, actions, rules and regulations, participation in NJSIAA adopted by prior Boards of Education of the Cherry Hill School District, which were in effect immediately prior to this Board Meeting, be reaffirmed and adopted by the Board of Education.

2. CODE OF ETHICS

It is recommended that the Board adopts the Code of Ethics to include:

- a. That the School Ethics Act and Code of Ethics for School Board Members has been received and discussed.
- b. That Policies and Procedures regarding training of district Board of Education members has been adopted, Policy #0144 (Approved 2/23/2016) and,
- c. That each Board of Education acknowledges receipt of the Code of Ethics for School Board Members and has become familiar with the Code of Ethics.

C. APPROVAL OF RESOLUTION – EDUCATIONAL SERVICES

BE IT HEREBY RESOLVED that the Cherry Hill Township Board of Education has approved continuation of its membership in the Camden County Educational Services Commission, a consortium of school districts, for the purpose of providing:

- Compensatory Education, Handicapped Pupil Services and Homebound Instruction for Non-Public Schools pupils as provided under Chapters 192 and 193 subject to separate agreement
- I.D.E.A. Services for Non-Public Schools subject to separate agreement
- Aid in Lieu of Transportation per the general services contract
- Non-Public Transportation per the general services contract
- District Homebound Instruction per the general services contract
- Child Study Team Evaluations per the general services contract

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

D. APPROVAL OF RESOLUTION – BOARD MEETING ADVERTISEMENTS

WHEREAS, the Cherry Hill Board of Education is directed to meet at least once every two months during the period in which the schools in the district are in session (*N.J.S.A 18A:10-6*), and

WHEREAS, the Open Public Meetings Act requires posting and dissemination of the annual notice of regularly scheduled meetings within seven days following the Annual Organization Meeting of the Board, and the posting and dissemination within seven days of any subsequent revision to the schedule of regular meetings;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education, that the following notice of regularly scheduled meetings be adopted:

Notice is hereby given that a Regular Meeting of the Cherry Hill Board of Education will be held on or about the second and fourth Tuesday of each month, as more specifically listed below;

1. That the notice of regularly scheduled meetings will be posted in the Board of Education Administrative Office, 45 Ranoldo Terrace, Cherry Hill, New Jersey;
2. That the aforesaid notice shall be mailed to the Courier Post and the Philadelphia Inquirer, the newspapers designated by this Board to receive the notice required by the provisions of the Open Public Meetings Act;
3. That the aforesaid notice be filed with the Clerk of Cherry Hill Township;
4. That the regular meetings of the Cherry Hill Board of Education during the period of July 2016 through June 2017 shall be listed as follows.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

**MONTHLY RESOLUTION – BOARD MEETING ADVERTISEMENTS REGULAR
OFFICIAL PUBLIC MEETINGS**

All such meetings to be held at 7:00 p.m. at the Malberg Administration Building. Formal official action may be taken at such meetings on any and all business involving the school district.

| <u>Date 2016</u> | <u>Location</u> | <u>Date 2017</u> | <u>Location</u> |
|-------------------------|------------------------|-------------------------|------------------------|
| July 26 | Malberg | January 24 | Malberg |
| August 23 | Malberg | February 28 | Malberg |
| September 27 | Malberg | March 28 | Malberg |
| October 18 | Malberg | April 18 | Malberg |
| November 29 | Malberg | May 23 | Malberg |
| December 20 | Malberg | June 27 | Malberg |

Organization Meeting will be held on January 3, 2017

REGULAR MONTHLY WORK SESSIONS

All such meetings will be BOARD WORK SESSIONS and/or Special Meetings to be held at 7:00 p.m. at the Malberg Administration Building, 45 Ranoldo Terrace, Cherry Hill, New Jersey, unless noted to be different. Formal action may be taken on the matters on Special Meeting Agendas. The purpose of these meetings, to the extent now known, involves a review of the agenda for the next scheduled Regular Monthly Meeting.

| <u>Date 2016</u> | <u>Location</u> | <u>Date 2017</u> | <u>Location</u> |
|-------------------------|------------------------|-------------------------|------------------------|
| July 12 | Malberg | January 10 | Malberg |
| August 9 | Malberg | February 14 | Malberg |
| September 13 | Malberg | March 14 | Malberg |
| October - none | Malberg | April - none | Malberg |
| November 15 | Malberg | May 9 | Malberg |
| December 13 | Malberg | June 13 | Malberg |

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

E. APPROVAL OF BANK ACCOUNTS

1. Current Account

It is recommended that an account in the name of this Board of Education – Current Account be kept with Republic Bank and all monies, checks, drafts or funds coming into the possession of this Board of Education be deposited in said bank to the credit of this Board and that said bank be and is hereby authorized to make payment from the funds on deposit with it on warrants or drafts signed by the President or Vice President, Secretary of the Board of Education and the Treasurer of School Monies.

2. Payroll Account

It is recommended that the Payroll Account in the name of this Board of Education be kept with Republic Bank and that said bank be and is hereby authorized to make payment from the funds on deposit with it on warrants or drafts signed by the Treasurer of School Monies.

3. Cafeteria Account

It is recommended that the Cafeteria Account in the name of this Board of Education be kept with the Republic Bank for the deposit of Cafeteria Funds to the credit of this Board of Education and that all such Cafeteria Funds coming into the possession of the Board of Education be deposited in said Republic Bank, which bank be and is hereby authorized to make payment from the funds on deposit with it on warrants or drafts signed by any two of the following: Assistant Superintendent, Business/Board Secretary, Assistant Business Administrator/Assistant Board Secretary, Accountant, or Senior Accountant.

4. Student Activity Fund Account (Middle/Elementary)

It is recommended that an account in the name of this Board of Education be deposited with the Republic Bank for the deposit of Middle & Elementary Student Activity Funds to the credit of the Board of Education and that all such Student Activity Funds coming into the possession of this Board of Education be deposited in said Republic Bank, which bank be and is hereby authorized to make payment from such funds on deposit with it on warrants or drafts signed by any two of the following: Assistant Superintendent, Business/Board Secretary, Assistant Business Administrator/Assistant Board Secretary, Accountant, or Senior Accountant.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

E. APPROVAL OF BANK ACCOUNTS - continued

5. Student Activity Fund Account (High School East)

It is recommended that an account in the name of this Board of Education be deposited with the Republic Bank for the deposit of High School East Student Activity Funds to the credit of the Board of Education and that all such Student Activity Funds coming into the possession of this Board of Education be deposited in said Republic Bank, which bank be and is hereby authorized to make payment from such funds on deposit with it on warrants or drafts signed by any two of the following: Principal, Assistant Principal - Activity Fund, or Coordinator of Student Activities.

6. Student Activity Fund Account (High School West)

It is recommended that an account in the name of this Board of Education be deposited with the Republic Bank for the deposit of High School West Student Activity Funds to the credit of the Board of Education and that all such Student Activity Funds coming into the possession of this Board of Education be deposited in said Republic Bank, which bank be and is hereby authorized to make payment from such funds on deposit with it on warrants or drafts signed by any two of the following: Principal, Assistant Principal - Activity Fund, or Coordinator of Student Activities.

7. Unemployment Trust Account

It is recommended that the Unemployment Trust Account in the name of this Board of Education be kept with the Republic Bank for the deposit of Unemployment Trust Funds to the credit of this Board of Education and that all such Unemployment Funds coming into the possession of the Board of Education be deposited in said Republic Bank, which bank be and is hereby authorized to make payment from the funds on deposit with it on warrants or drafts signed by any two of the following: Assistant Superintendent, Business/Board Secretary, Assistant Business Administrator/Assistant Board Secretary, Accountant, or Senior Accountant.

8. Capital Reserve Account

It is recommended that the Capital Reserve Account in the name of this Board of Education be kept with the Republic Bank for the deposit of Capital Reserve Funds to the credit of this Board of Education and that all such Capital Reserve Funds coming into the possession of the Board of Education be deposited in said Republic Bank, which bank be and is hereby authorized to make payment from the funds on deposit with it on warrants or drafts signed by any two of the following: Assistant Superintendent, Business/Board Secretary, Assistant Business Administrator/Assistant Board Secretary, Accountant, or Senior Accountant.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

E. APPROVAL OF BANK ACCOUNTS - continued

9. Internal Service Fund – Prescription Account

It is recommended that the Internal Service Fund - Prescription Account in the name of this Board of Education be kept with the Republic Bank for the deposit of Internal Service - Prescription Fund to the credit of this Board of Education and that all such Internal Service Funds coming into the possession of the Board of Education be deposited in said Republic Bank, which bank be and is hereby authorized to make payment from the funds on deposit with it on warrants or drafts signed by any two of the following: Assistant Superintendent, Business/Board Secretary, Assistant Business Administrator/Assistant Board Secretary, Accountant, or Senior Accountant.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

E. APPROVAL OF BANK ACCOUNTS - continued

10. Petty Cash Account

It is recommended that the Business Administrator be authorized to open a petty cash account as described below in the amount of \$4,050.00 in the name of this Board of Education be kept with the Republic Bank for the deposit of said funds to the credit of this Board of Education, and that all such petty cash funds coming into the possession of this Board of Education be deposited in said Republic Bank which bank be and is hereby authorized to make payment from the funds on deposit with it on warrants or drafts signed by any two of the following: Assistant Superintendent, Business/Board Secretary, Accountant, Senior Accountant, or Assistant Business Administrator/Assistant Board Secretary.

| School | Amount | Person Responsible | Purpose |
|-----------------------------|--------|---------------------|-------------------|
| Barclay Elementary School | \$100 | Principal | General |
| Barton Elementary School | \$100 | Principal | General |
| Cooper Elementary School | \$100 | Principal | General |
| Harte Elementary School | \$100 | Principal | General |
| Johnson Elementary School | \$100 | Principal | General |
| Kilmer Elementary School | \$100 | Principal | General |
| Kingston Elementary School | \$100 | Principal | General |
| Knight Elementary School | \$100 | Principal | General |
| Mann Elementary School | \$100 | Principal | General |
| Paine Elementary School | \$100 | Principal | General |
| Paine Elementary School | \$100 | Principal | Life Skills Coach |
| Sharp Elementary School | \$100 | Principal | General |
| Stockton Elementary School | \$100 | Principal | General |
| Woodcrest Elementary School | \$100 | Principal | General |
| Beck Middle School | \$150 | Principal | General |
| Carusi Middle School | \$150 | Principal | General |
| Rosa Middle School | \$150 | Principal | General |
| Alternative HS | \$100 | Principal | General |
| East HS | \$200 | Principal | General |
| West HS | \$1200 | Principal | Job Coach |
| West HS | \$200 | Assistant Principal | General |
| Security | \$100 | Director | General |
| Building/Grounds | \$400 | Director | General |

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

E. BANK ACCOUNTS - continued

11. Payroll Agency Account

It is recommended that an account in the name of Cherry Hill Board of Education Payroll Agency Account be kept with the Republic Bank for the deposit of deductions from employees' pay and said bank be and is hereby authorized to make payment from such funds on deposit with it on warrants or drafts signed by one of the following: the Treasurer of School Monies, Assistant Superintendent, Business/Board Secretary, or Assistant Business Administrator/Assistant Board Secretary.

12. School Age Child Care Program Account

It is recommended that the School Age Child Care Program Account in the name of this Board of Education be kept with the Republic Bank for the deposit of School Age Child Care Program funds to the credit of this Board of Education and that all such funds coming into the possession of the Board of Education be deposited in said Republic Bank which bank be and is hereby authorized to make payment from the funds on deposit with it on warrants or drafts signed by two of the following: Principal of Barclay Early Childhood Center and SACC, Accountant, or Senior Accountant, Assistant Superintendent, Business/Board Secretary, or Assistant Business Administrator/Assistant Board Secretary.

13. Scholarship Accounts

It is recommended that the following Scholarship Accounts, in the name of this Board of Education be kept with the Republic Bank for the deposit of the Elizabeth Conner Scholarship Fund and Kaufman Scholarship Fund to the credit of this Board of Education and that all such scholarship funds coming into the possession of the Board of Education be deposited in said Republic Bank, which bank be and is hereby authorized to make payment from the funds on deposit with it on warrants or drafts signed by the Assistant Superintendent, Business/Board Secretary.

14. Lease Purchase #1 and Lease Purchase #2 Escrow Accounts

It is recommended that accounts in the name of this Board of Education be deposited with TD Bank for the deposit of Lease Purchase proceeds to the credit of the Board of Education and that all such Lease Purchase proceeds that come into the possession of this Board of Education shall be deposited in said TD Bank, which bank be and is hereby authorized to make payment for such funds on deposits with it on warrants or drafts signed by any one of the following: Assistant Superintendent, Business/Board Secretary or the Assistant Business Administrator/Assistant Board Secretary.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

F. APPROVAL OF INVESTMENT OF FUNDS

1. Certificates of Deposit/U.S. Treasury Obligations

It is recommended that the Assistant Superintendent, Business/Board Secretary, the Assistant Business Administrator/Assistant Board Secretary or Accountant or Senior Accountant shall be authorized to invest idle funds or monies of the Board of Education between Action Meetings, in such interest bearing securities or accounts as may be legal under the laws of the State of New Jersey, said investments to be ratified and affirmed at the next Action Meeting of the Board of Education.

2. Participation in the State of New Jersey Cash Management Fund

It is recommended that the Cherry Hill Board of Education participate in the New Jersey Cash Management Fund with said fund authorized to purchase and sell participations in the funds on the approval of the Assistant Superintendent, Business/Board Secretary, the Assistant Business Administrator/Assistant Board Secretary, Accountant or Senior Accountant.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

G. APPROVAL OF TAX RECEIPT SCHEDULE

| <u>Month and Day Payable</u> | <u>General Fund</u> | <u>Debt Service</u> |
|--------------------------------------|-----------------------|---------------------|
| July 8, 2016 | 6,858,187.75 | |
| July 22, 2016 | 6,858,187.75 | |
| August 1, 2016 | | 1,000,000.00 |
| August 12, 2016 | 13,716,375.50 | |
| September 9, 2016 | 13,716,375.50 | |
| October 7, 2016 | 13,716,375.50 | |
| November 11, 2016 | 13,716,375.50 | |
| December 9, 2016 | 13,716,375.50 | |
| Total July through December, 2016 | 82,298,253.00 | 1,000,000.00 |
| January 13, 2017 | 13,716,375.50 | |
| February 6, 2017 | | 1,794,417.00 |
| February 10, 2017 | 13,716,375.50 | |
| March 10, 2017 | 13,716,375.50 | |
| April 7, 2017 | 13,716,375.50 | |
| May 12, 2017 | 13,716,375.50 | |
| June 9, 2017 | 13,716,375.50 | - |
| Total January through June, 2017 | 82,298,253.00 | 1,794,417.00 |
| TOTAL 2016-2017 YEAR | <u>164,596,506.00</u> | <u>2,794,417.00</u> |

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

ITEM 1. FINANCIAL REPORTS

a) **BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR MARCH 2016**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of March 31, 2016 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Cherry Hill Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Cherry Hill Board of Education certifies that as of March 31, 2016 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

b) **LINE ITEM TRANSFER REPORTS FOR THE MONTH OF MARCH 2016**

It is recommended that the 2015/2016 Budget be revised by the transfer of funds between line items as listed on the monthly transfer report. (Systems 3000 transfer report).

c) **FOOD SERVICE OPERATING STATEMENT FOR MARCH 2016**

It is recommended that the Operating Statement for Cherry Hill Food Services for the months ending March 2016 be accepted as submitted.

d) **SACC FINANCIAL REPORT FOR MARCH 2016**

It is recommended that the Financial Report for the Cherry Hill School Age Child Care Program for the months of March 2016 be accepted as submitted.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

ITEM 1. FINANCIAL REPORTS continued

e) DISBURSEMENT OF FUNDS

| <u>FUND</u> | <u>AMOUNT</u> | <u>REPORT DATED</u> |
|----------------|---------------|---------------------|
| Payroll & FICA | \$ | Payroll Dates: |
| Food Service | \$ | |
| SACC | \$ | thru |
| Grand Total | \$ | |

f) APPROVAL OF BILL LIST

It is recommended that the bill list dated _____, 2016 in the amount of \$ _____ be approved as submitted.

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

ITEM 2. RESOLUTIONS

a) SCHOOL BUS EMERGENCY EVACUATION SECOND DRILLS REPORT

| SCHOOL | DATE & TIME | SCHOOL LOCATION | ROUTES | WALKERS | PRINCIPAL/ SUPERVISOR |
|-----------------------------|-----------------------------|----------------------------|---|------------------------|------------------------------|
| Alternative High School | 2/19/16 2:10PM | 45 Ranoldo Terrace | AV1-6 | All Transported | Mr. Riordan |
| High School East | 4/6/16 6:50AM | 1750 Kresson Road | E1-32, EW1-8, CHV75 | Completed in 1st drill | Mr. Hulme |
| High School West | 3/2/16 7:00AM | 2101 Chapel Avenue | W1-16, WE1-4, CHV65-69 | Completed in 1st drill | Ms. Gendelman |
| Beck Middle School | 3/18/16 & 3/31/16 7:40AM | 950 Cropwell Road | B1-19, CHV2-5,,CHV25 | Yes | Dr. Russo / Dr. Perry |
| Carusi Middle School | 4/25/16 8:00AM | 315 Roosevelt Drive | C1-C20, CHV8,11,14, Q-PEN, Q-WS | Yes | Dr. Cafagna / Dr. Miles |
| Rosa Middle School | 3/17/16 7:45AM | 485 Browning Lane | R1-21, CHV10, CHV22, CHV24, CHV74 | All Transported | Mr. Zografos |
| Barclay Pre-School | 4/5/16 9AM & 3:30PM | 1220 Winston Way | BCV3,4,5,8,10,11,12,13,14,15,17,18,19,28,29 BCV9,22,23,24,25,26,27 | Completed in 1st drill | Ms. Rockhill |
| Barton Elementary School | 3/29/16 9:00AM | 223 Rhode Island Avenue | CB1-8, CHV26, BCV16 | Completed in 1st drill | Mr. Sweeney |
| Cooper Elementary School | 3/11/16 10:30AM | 1960 Greentree Road | CHV15-20, JC1-2, JCK1-2MD | Completed in 1st drill | Ms. Taylor |
| Harte Elementary School | 3/1/16 9:00AM | 1909 Queen Ann Drive | BH1-3, CHV13,34-37 | Completed in 1st drill | Dr. Burti / Debra Race |
| Johnson Elementary School | 4/5/16 8:45AM | 500 Kresson Road | JJ1-10, RS7, CHV28-CHV32, CHV79 | Completed in 1st drill | Mr. Peltzman |
| Kilmer Elementary School | 3/29/16 8:45AM | 2900 Chapel Avenue | JK1-7 | Completed in 1st drill | Ms. Tiernan |
| Kingston Elementary School | 4/14/16 8:55AM | 320 Kingston Road | CHV38-43, KG1-2, QVPH, QLK | Completed in 1st drill | Dr. Marble |
| Knight Elementary School | 3/30/16 9:15AM | 140 Old Carriage Road | RK1-RK6, CHV44-48 | Yes | Mr. Park |
| Mann Elementary School | 3/10/16 8:30AM | 150 Walt Whitman Boulevard | HM1-5, CHV49-52 | Completed in 1st drill | Ms. Dalal |
| Paine Elementary School | 4/15/16 8:55, 9:05, 12:50 | 4001 Church Road | TP1-8, CHV53-56, TPK1-2 | Completed in 1st drill | Dr. Rickansrud/C. Ackroyd |
| Sharp Elementary School | 3/30/16 8:40AM | 300 Old Orchard Road | JS1,3,5, CHV27,57-62 | Completed in 1st drill | Mr. Miscioscia / Ms. Gilmour |
| Stockton Elementary School | 3/17/16 8:40AM | 200 Wexford Drive | RS1-6, RS-9, CHV63,64,76,77, BCV6 | Completed in 1st drill | Mr. Baldoni/ Ms. Thomas |
| Woodcrest Elementary School | 4/14/16 & 4/19/16 8:45AM | 400 Cranford Drive | WC1-6, CHV72,73 | Yes | Mr. Cohen |

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

ITEM 3. RESOLUTION FOR THE AWARD OF BIDS

- a) #1516-004 – A-WING HVAC SYSTEM REPLACEMENT AND RELATED WORK AT CHERRY HILL HIGH SCHOOL EAST (5-10-16)

INFORMATION TO BE READY FOR ACTION MEETING. Bid opens May 10, 2016.

ITEM 4. RESOLUTION FOR THE AWARD OF TRANSPORTATION

- a) ROUTE #Q-CSH – SHARP ELEMENTARY SCHOOL – DCP&P, CAMDEN, NJ

RECOMMENDATION:

Quotes were solicited by the Transportation Department with the low quote coming from West Berlin Bus Service. It is recommended that prior administrative approval be ratified for West Berlin Bus Service to transport (1) one DCP&P student residing in Camden, NJ to/from Joseph D. Sharp Elementary School, as listed below.

Route: Q-CSH / Quote
School: Joseph D. Sharp Elementary School
Company: West Berlin Bus Service
Cost per diem: \$169.00
Date(s): 5/4/16 thru 6/16/16
Total # of days: (31) Thirty-One
Total Cost: \$5,239.00

PO #16-06878
Account Code: 11-000-270-511-83-0001

BOARD WORK SESSION

May 10, 2016

B. BUSINESS AND FACILITIES

ITEM 5. ACCEPTANCE OF DONATIONS

| <u>SCHOOL</u> | <u>DONATION</u> | <u>GROUP OFFERING DONATION</u> | <u>VALUE</u> |
|-------------------------|---|--|--------------|
| District Middle Schools | Monetary – Mt. Misery Program | Cherry Hill Education Foundation and TD Bank, through the TD Bank Charitable Foundation* | \$5,000 |
| Johnson ES | Monetary – Elmo Document Camera & Ceiling Projector (installed) | Cherry Hill Education Foundation* | \$2,278 |
| Kilmer ES | Monetary – SmartBoard | Cherry Hill Education Foundation* | \$5,500 |
| Paine ES | Monetary – SmartBoard | Cherry Hill Education Foundation* | \$5,500 |
| Sharp ES | Monetary – SmartBoard | Cherry Hill Education Foundation* | \$5,500 |
| Barton ES | Monetary – SmartBoard Room #7 | Cherry Hill Education Foundation* | \$5,500 |
| Barton ES | Monetary – SmartBoard Room #12 | Cherry Hill Education Foundation* | \$5,500 |
| East HS | Monetary – Shirts & Food for Freshman Orientation Program | Cherry Hill Education Foundation* | \$2,901 |
| West HS | Monetary – Shirts & Cords “Peer Leader Program” | Cherry Hill Education Foundation* | \$2,030 |

*Unexpended funds will be returned to Cherry Hill Education Foundation

BOARD WORK SESSION

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

Board Goals

- **Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.**
- **Create a cost-effective budget that provides for education resources as well as preventive maintenance and ongoing facilities improvement in all schools.**
- **Enhance communication with and outreach to internal and external stakeholders.**
- **Enhance relationships with internal stakeholders (students and staff.)**

The Superintendent recommends the following:

1. Termination of Employment—Certificated
2. Termination of Employment—Non-Certificated
3. Appointments—Certificated
4. Appointments—Non-Certificated
5. Leaves of Absence—Certificated
6. Leaves of Absence—Non-Certificated
7. Assignment/Salary Change—Certificated
8. Other Compensation—Certificated
9. Other Motions

ITEM 1. TERMINATION OF EMPLOYMENT—CERTIFICATED

(a) Resignations

RECOMMENDATION:

Be it resolved the separation from employment of the following employees be approved for the reasons listed and all resignations listed are hereby accepted on the dates listed below.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Reason</u> |
|-------------|---------------------------------|-----------------------|---------------|
| Ana Delgado | Mann-Kindergarten (\$72,275) | 7/01/16 | Personal |

BOARD WORK SESSION

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. TERMINATION OF EMPLOYMENT—NON-CERTIFICATED

(a) Resignations

RECOMMENDATION:

Be it resolved the separation from employment of the following employees be approved for the reasons listed and all resignations listed are hereby accepted on the dates listed below.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Reason</u> |
|---------------|--|-----------------------|--------------------------|
| Timika Smalls | Kilmer-Educational Assistant (\$15,889) | 7/01/16 | Disability Retirement |

ITEM 3. APPOINTMENTS—CERTIFICATED

(a) Classroom Observation

RECOMMENDATION:

Be it resolved that the person listed be approved for a classroom observation in accord with the data presented.

| <u>Name</u> | <u>College/University</u> | <u>Effective Dates</u> | <u>Cooperating Teacher/School</u> |
|------------------|---------------------------|------------------------|-----------------------------------|
| Nicholas Karcher | Kutztown | 4/26/16-4/29/16 | Nina Anastasia/Carusi |

(b) Student Teaching

RECOMMENDATION:

Be it resolved that the persons listed be approved for student teaching in accord with the data presented.

| <u>Name</u> | <u>College/University</u> | <u>Effective Dates</u> | <u>Cooperating Teacher/School</u> |
|------------------|---------------------------|------------------------|-----------------------------------|
| Samuel Gorelick | Rutgers | 9/07/16-12/16/16 | Benjamin Acquesta/Carusi |
| Samuel Gorelick | Rutgers | 10/24/16-12/16/16 | Alexis Henderson/Barton-Harte |
| Christian Thomas | Rowan | 9/19/16-10/26/16 | Lindsay Karp/Knight |
| Christian Thomas | Rowan | 10/31/16-12/07/16 | Christopher Convery/Rosa |

BOARD WORK SESSION

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED - continued

(c) Graduate School Internship

RECOMMENDATION:

Be it resolved that the person listed be approved for a school and mental health counseling internship in accord with the data presented.

| <u>Name</u> | <u>College/University</u> | <u>Effective Dates</u> | <u>Cooperating Teacher/School</u> |
|---------------|---------------------------|------------------------|---|
| Victoria Wong | Penn | 2016-17 school year | Cathleen Enderle/Margaret Regan-CHHS East |

(d) Externship Field Placement

RECOMMENDATION:

Be it resolved that Ann Gambuzza-Brugnolo, student at Rowan University be approved for an externship field placement effective 6/27/16-8/31/16 with Leanne Bernosky/Knight Elementary School as the cooperating LDT-C.

(e) Field Experience

RECOMMENDATION:

Be it resolved that the persons listed by approved for intermediate fieldwork placement in accord with the data presented.

| <u>Name</u> | <u>College/University</u> | <u>Effective Dates</u> | <u>Cooperating Teacher/School</u> |
|-----------------|---------------------------|------------------------|-----------------------------------|
| Lauren Guidotti | Stockton | 9/06/16-12/15/16 | Angela Naccarato/Harte |
| John Fecich | Rowan | 9/19/16-10/26/16 | John Lauk/Kilmer-Harte |
| John Fecich | Rowan | 10/31/16-12/07/16 | George Hanna/Carusi |

BOARD WORK SESSION

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED - continued

(f) Co-Curricular

RECOMMENDATION:

Be it resolved that the persons listed be approved for a co-curricular position in accord with the data presented.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Stipend</u> |
|-----------------------|--|-----------------------|----------------|
| Karen Lignana | CHHS West-Co-Advisor, Freshman Class (budget #11-401-100-100-55-0101) | 9/01/15-3/31/16 | \$ 917 |
| Karen Lignana | CHHS West-Advisor, Freshman Class (budget #11-401-100-100-55-0101) | 4/01/16-6/30/16 | \$ 784 |
| Karen Block | Beck-Co-Advisor, Peer Leaders (budget #11-401-100-100-40-0101) | 9/01/15-6/30/16 | \$1265 |
| Deborah Nemerofsky | Beck-Co-Advisor, Peer Leaders (budget #11-401-100-100-40-0101) | 9/01/15-6/30/16 | \$1265 |

(g) Nursing Policy and Procedure Committee

RECOMMENDATION:

Be it resolved that the nursing staff listed be approved as members of the policy and procedure committee in accord with the data presented

Lead Nurse—Not to Exceed \$1977.50—Monies budgeted from account #11-000-213-100-71-0105

| <u>Name</u> | <u>Number of Hours</u> | <u>Effective Date</u> | <u>Hourly Rate</u> |
|--------------------|------------------------|-----------------------|--------------------|
| Barbara Kase-Avner | 50 | 7/01/16-8/3/16 | \$39.55 |

Not to Exceed - \$3218.60 - Monies budgeted from account #11-000-213-100-71-0103

| <u>Name</u> | <u>Number of Hours</u> | <u>Effective Date</u> | <u>Hourly Rate</u> |
|-------------------|------------------------|-----------------------|--------------------|
| | <u>Not to Exceed</u> | | |
| Jacqueline Naddeo | 20 | 7/01/16-8/31/16 | \$43.85 |
| Angela Mooney | 20 | 7/01/16-8/31/16 | \$37.92 |
| Cheryl Osnayo | 20 | 7/01/16-8/31/16 | \$40.39 |
| Joy Atkins | 20 | 7/01/16-8/31/16 | \$38.77 |

BOARD WORK SESSION

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED - continued

(h) Family Life Curriculum

RECOMMENDATION:

Be it resolved that the persons listed be approved as members of the Family Life Curriculum committee effective 7/01/16-8/31/16 in accord with the data presented.

Not to Exceed \$1548.90-Monies budgeted from account #11-000-221-110-72-0101

| <u>Name</u> | <u>School</u> | <u>Number of Hours</u> | <u>Hourly Rate</u> | <u>Not to Exceed</u> |
|-------------------|---------------|------------------------|--------------------|----------------------|
| | | <u>Not to Exceed</u> | | |
| Robin Olin | Cooper | 10 | \$63.65 | \$636.50 |
| Jacqueline Naddeo | Kingston | 10 | \$43.85 | \$438.50 |
| Lynn Richter | Woodcrest | 10 | \$47.39 | \$473.90 |

(i) Summer Employment - Student Activities

RECOMMENDATION:

Be it resolved that the person listed be approved for summer employment in accord with the data presented.

CHHS West-Monies budgeted from account #11-401-100-100-55-0101

| <u>Name</u> | <u>Total Days</u> | <u>Effective Dates</u> | <u>Per Diem Rate</u> |
|----------------|-------------------|------------------------|----------------------|
| | (not to exceed) | | |
| Carole Roskoph | 10 | 7/01/16-8/31/16 | \$456 |

(j) Substitute Teachers

RECOMMENDATION:

Be it resolved that the persons listed (district educational assistants) be approved as substitute teachers effective 5/25/16-6/30/16. Monies budgeted from account #11-120-100-101-98-0150/#11-130-100-101-98-0150/#11-140-100-101-98-0150/#11-000-213-104-98-0150.

| <u>Name</u> | <u>Name</u> | <u>Name</u> | <u>Name</u> |
|------------------|-------------|---------------|---------------|
| Carrie Mastowski | Marc Spivak | Sonia Lindsay | Lisa O'Rourke |

BOARD WORK SESSION

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED - continued

(k) Kindergarten Summer Enrichment—Title I

RECOMMENDATION:

Be it resolved that the persons listed be approved for the Title I Kindergarten Summer Enrichment Program at Kilmer Elementary School effective 7/05/16-8/01/16 at the rate of \$45.20/hr (not to exceed total program of \$4973). Monies budgeted from account #20-233-100-101-15-0140.

| <u>Name</u> | <u>Name</u> |
|--------------|--------------|
| Hilary Meola | Jenna Martin |

(l) Summer Counseling

RECOMMENDATION:

Be it resolved that the persons listed be approved for summer counseling in accord with the data presented. Monies budgeted from account #11-000-218-104-40-0101.

Beck Middle School – budget #11-000-218-104-40-0101

| <u>Name</u> | <u>Not to Exceed # of Days</u> | <u>1/200th of Salary 7/01/16-8/31/16</u> |
|--------------------|------------------------------------|---|
| Julie Lane | 5 | \$286.52 |
| Margaret Malcarney | 5 | \$497.11 |
| Regina Henry | 5 | \$265.54 |

ITEM 4. APPOINTMENTS—NON-CERTIFICATED

(a) Summer Employment – Copy Machine Operator

RECOMMENDATION:

Be it resolved that the copy machine operator listed be approved for summer employment in accord with the data presented.

| <u>Name</u> | <u>School</u> | <u>Effective Date</u> | <u>Hourly Rate</u> |
|----------------|--|------------------------------|--------------------|
| Hansa Kanzaria | CHHS West (budget #11-401-100-100-55-0101) | 7/01/16-8/31/16 (20 days) | \$26.37 |

BOARD WORK SESSION

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 4. APPOINTMENTS—NON-CERTIFICATED - continued

(b) Kindergarten Summer Enrichment—Title I

RECOMMENDATION:

Be it resolved that the person listed be approved for the Title I Kindergarten Summer Enrichment Program at Kilmer Elementary School effective 7/05/16-8/01/16 at the rate of \$13.20/hr (not to exceed total program of \$4973). Monies budgeted from account #20-233-100-101-15-0140.

Name

Kathleen Ricchezza

ITEM 5. LEAVES OF ABSENCE—CERTIFICATED

(a) Leave of Absence, With/Without Pay

RECOMMENDATION:

Be it resolved that the persons listed be approved for a leave of absence, with/without pay in accord with the data presented.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> |
|--------------------|--------------------------------|--|
| Ann Cottone | CHHS West-French | Leave with pay 4/18/16-4/19/16 a.m.; without pay 4/19/16 p.m.-5/06/16 |
| Helene Eksterowicz | Carusi-Psychologist | Leave with pay 4/18/16-6/08/16; without pay 6/09/16-6/30/16; without pay 7/01/16-1/03/17 (revised for dates) |
| Justin Meyers | Mann-Special Education | Leave without pay 11/01/16-1/06/17 |
| Kathryn Pendleton | Stockton-Grade 3 | Leave with pay 5/09/16-6/30/16; without pay 9/01/16-1/16/17 |
| Cecil Leonard | CHHS East/West-Industrial Arts | Leave with pay 5/17/16-6/30/16 |
| Susanne Casey | CHHS East-Science | Leave with pay 5/13/16-6/03/16 |
| Sharon Davis | District-LDT-C | Leave without pay 4/11/16-5/17/16 |
| Janet Merin | Rosa-Special Education | Leave with pay 4/21/16-4/28/16; 5/12/16-5/19/16; 6/02/16-6/10/16 (revised for dates) |
| Leslie Williams | Knight/Barton-Kindergarten | Leave without pay 3/21/16-6/30/16 (leave extended) |
| Francis Madison | CHHS West-Math | Leave with pay 4/18/16-6/30/16 |
| Geraldine Hewitt | Rosa-World Language | Leave with pay 5/23/16-6/02/16 a.m.; without pay 6/02/16 p.m.-6/30/16; 9/01/16-10/31/16 |

BOARD WORK SESSION

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 6. LEAVES OF ABSENCE—NON-CERTIFICATED

(a) Leave of Absence, With/Without Pay

RECOMMENDATION:

Be it resolved that the persons listed be approved for a leave of absence, with/without pay in accord with the data presented.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> |
|---------------|------------------------|---|
| Susan Loney | Harte-Teacher II, SACC | Leave without pay 5/01/16-6/30/16 |
| Toni Carter | Barclay-Secretary | Leave with pay 5/05/16-6/16/16 |
| Thomas Fazio | District-Groundskeeper | Leave without pay 4/19/16-until a determination is made regarding a return to work. |
| Debbie Maista | Malberg-Payroll Clerk | Leave with pay 3/08/16-5/31/16; without pay 6/01/16-7/25/16 (revised for dates) |

ITEM 7. ASSIGNMENT/SALARY CHANGE—CERTIFICATED

(a) Salary Adjustment—Credits Earned

RECOMMENDATION:

It is recommended that the persons listed be approved for a salary adjustment for credits earned effective 9/01/15-6/30/16.

| <u>Name</u> | <u>School</u> | <u>From</u> <u>Column</u> | <u>Step</u> | <u>Salary</u> | <u>To</u> <u>Column</u> | <u>Step</u> | <u>Salary</u> |
|------------------------|---------------|------------------------------|-------------|---------------|----------------------------|-------------|---------------|
| Danielle Douglas | Johnson | B | 2 | \$48,777 | C | 2 | \$ 49,922 |
| Angela Mooney | Rosa | C | 8 | \$53,480 | E | 8 | \$ 56,456 |
| Danielle Newbill | Barton | C | 12 | \$62,417 | E | 12 | \$ 65,393 |
| Cheryl Osnayo | CHHS East | D | 9 | \$55,707 | G | 9 | \$ 61,430 |
| Bridget Schaeffer | Carusi | B | 3 | \$48,987 | C | 3 | \$ 50,132 |
| Christopher Willey | Mann | E | 4 | \$53,681 | F | 4 | \$ 55,512 |
| Christine Giannopoulos | Barclay | D | 3 | \$51,276 | E | 3 | \$ 53,108 |
| Susan Fortin | Woodcrest | F | 17 | \$100,469 | G | 17 | \$102,529 |
| Jennifer Tomasetti | Kilmer | F | 16 | \$90,565 | G | 16 | \$ 92,625 |
| Rosaria Norkus | Beck | D | 15 | \$80,940 | G | 15 | \$ 86,663 |

BOARD WORK SESSION

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 7. ASSIGNMENT/SALARY CHANGE—CERTIFICATED- continued

(b) Salary Adjustment—Credits Earned

RECOMMENDATION:

It is recommended that the persons listed be approved for a prorated salary adjustment for credits earned effective 2/01/16-6/30/16.

| <u>Name</u> | <u>School</u> | <u>From</u> <u>Column</u> | <u>Step</u> | <u>Salary</u> | <u>To</u> <u>Column</u> | <u>Step</u> | <u>Salary</u> |
|------------------|----------------------------|------------------------------|-------------|---------------|----------------------------|-------------|---------------|
| Lauren Arno | Alternative High School | D | 9 | \$55,707 | E | 9 | \$ 57,539 |
| Lillian Barna | Barton | D | 6 | \$52,903 | F | 6 | \$ 56,566 |
| Leanne Bernosky | Knight | F | 17 | \$110,516 | G | 17 | \$112,782 |
| Danielle Douglas | Johnson | C | 2 | \$49,922 | D | 2 | \$ 51,066 |
| Lisa Feinstein | Kilmer | D | 12 | \$69,917 | E | 12 | \$ 71,932 |
| Rebecca Muller | Beck | C | 4 | \$50,705 | D | 4 | \$ 51,849 |
| Yusef Smith | CHHS West | D | 10 | \$56,904 | E | 10 | \$ 58,736 |

BOARD WORK SESSION

May 10, 2016

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 8. OTHER COMPENSATION - CERTIFICATED

(a) Flex Options

RECOMMENDATION:

Be it resolved that the persons listed be approved to facilitate professional development sessions on approved topics on 6/20/16 at the rate of \$53.56/hr (not to exceed a total of \$6427.20). Monies budgeted from account #20-272-200-101-99-0101.

Name

Mary Ann Alomar
Emily Cajigas
Kristen Hildebrand
Karen Fulcher
Angela Lancos
Patrick McHenry
Dianna Morris
Paula Pennington
Jennifer Sedlock
Christine Smith

Name

Amanda Aslanian
Jeanine Caplan
Jacqueline Kamison
Mary Kline
Kimberly Laskey
Susan Melograna
Linda Patterson
Jacqueline Schnapp
Nora Smaldore
Amanda Squillace

ITEM 9. OTHER MOTIONS

(a) Approval of Employee Assistance Program

RECOMMENDATION:

Be it resolved that the letter of renewal dated 3/26/16 of the Employee Assistance Program, Employer Services Agreement between Rutgers University Behavioral Healthcare EAP and the Cherry Hill Public Schools be approved as presented.

BOARD WORK SESSION

May 10, 2016

D. POLICIES & LEGISLATION COMMITTEE

Board Goals

- **Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.**
- **Create a cost-effective budget that provides for educational resources as well as preventive maintenance and ongoing facilities improvement in all schools.**
- **Enhance communication with and outreach to internal and external stakeholders.**
- **Enhance relationships with internal stakeholders (students and staff.)**

The Superintendent recommends the following:

1. Second Reading and Adoption of Revised Policies
2. First Reading of Revised Policies
3. Approval of Harassment/Intimidation/Bullying Investigation Decisions

ITEM 1. SECOND READING OF REVISED POLICIES

Following a comprehensive evaluation process, it is recommended that the following revised policies be approved for first reading.

FINANCES

| <u>Number</u> | <u>Title</u> |
|----------------------|---|
| 6111 | Special Education Medicaid Initiative (SEMI) Program (M) |
| 6112 | Reimbursement of Federal and Other Grant Expenditures (M) |
| 6141 | Tax Revenues |
| 6150 | Tuition Income |
| 6160 | Grants from Private Sources |
| 6162 | Corporate Sponsorships |
| 6210 | Fiscal Planning |
| 6220 | Budget Preparation (M) |
| 6230 | Budget Hearing (M) |
| 6311 | Contracts for Goods or Services Funded by Federal Grants |
| 6320 | Purchases Subject to Bid |
| 6340 | Multiple Year Contracts |
| 6350 | Competitive Contracting |
| 6360 | Political Contributions (M) |
| 6362 | Contributions to Board Members and Contract Awards (M) |
| 6421 | Purchases Budgeted |
| 6421.01 | Environmentally Preferable Purchasing (Green Purchasing Policy) |
| 6422 | Budget Transfers (M) |
| 6423 | Expenditures for Non-Employee Activities, Meals, and Refreshments |
| 6424 | Emergency Contracts |
| 6440 | Cooperative Purchasing |
| 6450 | Choice of Vendor |

BOARD WORK SESSION

May 10, 2016

D. POLICIES & LEGISLATION COMMITTEE

ITEM 1. SECOND READING OF REVISED POLICIES (continued)

FINANCES (continued)

| <u>Number</u> | <u>Title</u> |
|----------------------|---|
| 6470 | Payment of Claims (M) |
| 6471 | School District Travel (M) |
| 6472 | Tuition Assistance |
| 6480 | Purchase of Food Supplies (M) |
| 6510 | Payroll Authorization (M) |
| 6511 | Direct Deposit |
| 6520 | Payroll Deductions |
| 6521 | Retirement |
| 6620 | Petty Cash (M) |
| 6640 | Cafeteria Fund |
| 6650 | Scholarship Fund |
| 6660 | Student Activity Fund (M) |
| 6700 | Investments |
| 6740 | Reserve Accounts |
| 6810 | Financial Objectives (M) |
| 6820 | Financial Reports (M) |
| 6830 | Audit and Comprehensive Annual Financial Report (M) |
| 6831 | Withholding or Recovering State Aid |
| 6832 | Conditions of Receiving State Aid |

PROPERTY

| <u>Number</u> | <u>Title</u> |
|----------------------|---|
| 7100 | Long-Range Facilities Planning (M) |
| 7101 | Educational Adequacy of Capital Projects |
| 7102 | Site Selection and Acquisition |
| 7130 | School Closing |
| 7230 | Gifts, Grants, and Donations |
| 7243 | Supervision of Construction |
| 7250 | School and Facility Names |
| 7300 | Disposition of Property |
| 7320 | Lease of School Premises |
| 7410 | Maintenance and Repair (M) |
| 7420 | Hygienic Management (M) |
| 7421 | Indoor Air Quality Standards |
| 7422 | School Integrated Pest Management Plan (M) |
| 7430 | School Safety (M) |
| 7432 | Eye Protection (M) |
| 7433 | Hazardous Substances |
| 7434 | Smoking in School Buildings and on School Grounds (M) |
| 7435 | Alcoholic Beverages on School Premises |
| 7436 | Drug Free Workplace (M) |
| 7440 | Security of School Premises |
| 7441 | Electronic Surveillance In School Buildings and On School Grounds |
| 7450 | Property Inventory |

BOARD WORK SESSION

May 10, 2016

D. POLICIES & LEGISLATION COMMITTEE

ITEM 1. SECOND READING OF REVISED POLICIES (continued)

PROPERTY (continued)

| <u>Number</u> | <u>Title</u> |
|----------------------|---|
| 7460 | Energy Conservation |
| 7490 | Animals on School Property |
| 7510 | Use of School Facilities |
| 7513 | Recreational Use of Playgrounds |
| 7522 | School District Provided Technology Devices to Staff Members |
| 7523 | School District Provided Technology Devices to Pupils |
| 7610 | Vandalism |
| 7650 | School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting (M) |

OPERATIONS

| <u>Number</u> | <u>Title</u> |
|----------------------|--|
| 8110 | Attendance Areas |
| 8130 | School Organization (M) |
| 8140 | Pupil Enrollments (M) |
| 8210 | School Year |
| 8220 | School Day |
| 8310 | Public Records |
| 8311 | Managing Electronic Mail |
| 8320 | Personnel Records |
| 8330 | Pupil Records (M) |
| 8335 | Family Educational Rights and Privacy Act |
| 8420 | Emergency and Crisis Situations (M) |
| 8441 | Care of Injured and Ill Persons (M) |
| 8442 | Reporting Accidents |
| 8451 | Control of Communicable Disease (M) |
| 8453 | HIV/AIDS |
| 8461 | Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Abuse (M) |
| 8462 | Reporting Potentially Missing or Abused Children (M) |
| 8465 | Hate Crimes and Bias-Related Acts (M) |
| 8467 | Weapons (M) |
| 8468 | Crisis Response |
| 8470 | Response to Concerted Job Action |
| 8500 | Food Services |
| 8505 | Wellness Policy/Nutrient Standards for Meals and Other Foods (M) |
| 8506 | School Lunch Program Biosecurity Plan (M) |
| 8507 | Breakfast Offer Versus Serve (OVS) |
| 8508 | Lunch Offer Versus Serve (OVS) |
| 8540 | Free and Reduced Rate Meals |
| 8600 | Transportation (M) |
| 8601 | Pupil Supervision After School Dismissal (M) |
| 8630 | Bus Driver/Bus Aide Responsibility (M) |

BOARD WORK SESSION

May 10, 2016

D. POLICIES & LEGISLATION COMMITTEE

ITEM 1. SECOND READING OF REVISED POLICIES (continued)

OPERATIONS (continued)

| <u>Number</u> | <u>Title</u> |
|----------------------|---|
| 8660 | Transportation by Private Vehicle (M) |
| 8670 | Transportation of Disabled Pupils (M) |
| 8690 | Monitoring Devices on School Vehicles |
| 8710 | Property Insurance |
| 8740 | Bonding |
| 8750 | Employee Indemnification |
| 8760 | Pupil Accident Insurance |
| 8770 | School Board Insurance Group |
| 8810 | The Use of Cultural, Ethnic, or Religious Themes In Our Educational Program |
| 8811 | Observance of Holidays |
| 8820 | Opening Exercises |

ITEM 2. FIRST READING OF REVISED POLICIES

PROGRAM

| <u>Number</u> | <u>Title</u> |
|----------------------|---|
| 2110 | Philosophy of Education/District Mission Statement (M) |
| 2132 | School District Goals and Objectives |
| 2200 | Curriculum Content (M) |
| 2210 | Curriculum Development (M) |
| 2220 | Adoption of Courses (M) |
| 2230 | Curriculum Guides (M) |
| 2240 | Controversial Issues |
| 2260 | Affirmative Action Program for School and Classroom Practices (M) |
| 2270 | Religion in the Schools |
| 2271 | The Use of Cultural, Ethnic, or Religious Themes in Our Educational Program |
| 2310 | Pupil Grouping |
| 2312 | Class Size |
| 2330 | Homework |
| 2340 | Field Trips |
| 2360 | Use of Technology |
| 2361 | Acceptable Use of Computer Networks/Computers and Resources (M) |
| 2363 | Use of Privately-Owned Technology |
| 2411 | Guidance Counseling (M) |
| 2412 | Home Instruction Due to Health Condition (M) |
| 2415 | No Child Left Behind Programs (M) |

BOARD WORK SESSION

May 10, 2016

D. POLICIES & LEGISLATION COMMITTEE

ITEM 2. FIRST READING OF REVISED POLICIES (continued)

PROGRAM (continued)

| <u>Number</u> | <u>Title</u> |
|----------------------|--|
| 2415.01 | Academic Standards, Academic Assessments, and Accountability (M) |
| 2415.02 | Title I – Fiscal Responsibilities (M) |
| 2415.03 | Highly Qualified Teachers (M) |
| 2415.04 | Title I – District-Wide Parental Involvement (M) |
| 2415.05 | Pupil Surveys, Analysis and/or Evaluations (M) |
| 2415.06 | Unsafe School Choice Option (M) |
| 2415.20 | No Child Left Behind Complaints (M) |
| 2416 | Programs for Pregnant Pupils (M) |
| 2417 | Student Intervention and Referral Services (M) |
| 2422 | Health Education (M) |
| 2423 | Bilingual and ESL Education (M) |
| 2425 | Physical Education |
| 2428.1 | Standards-Based Instructional Priorities |
| 2430 | Co-Curricular Activities (M) |
| 2431 | Athletic Competition (M) |
| 2431.3 | Practice and Pre-Season Heat-Acclimation for Interscholastic Athletics |
| 2431.4 | Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) |
| 2432 | School Sponsored Publications |
| 2435 | NJSIAA Random Testing for Interscholastic Athletics |
| 2436 | Activity Participation Fee Program |
| 2440 | Summer Session |
| 2460 | Special Education (M) |
| 2462 | Pupil Placement-Basic Skills Improvement Program |
| 2464 | Gifted and Talented Pupils (M) |
| 2466 | Needless Public Labeling of Pupils with Disabilities (M) |
| 2467 | Surrogate Parents and Foster Parents (M) |
| 2468 | Independent Educational Evaluations |
| 2481 | Home or Out-of-School Instruction for a General Education Student for Reasons Other Than a Temporary or Chronic Health Condition (M) |
| 2510 | Adoption of Textbooks |
| 2520 | Instructional Supplies (M) |
| 2530 | Resource Materials |
| 2530.1 | Philosophy and Policy on Learning Resource Center Materials |
| 2531 | Use of Copyrighted Materials |
| 2551 | Musical Instruments |
| 2560 | Live Animals in School |

BOARD WORK SESSION

May 10, 2016

D. POLICIES & LEGISLATION COMMITTEE

ITEM 2. FIRST READING OF REVISED POLICIES (continued)

PROGRAM (continued)

| <u>Number</u> | <u>Title</u> |
|----------------------|---|
| 2610 | Educational Program Evaluation (M) |
| 2622 | Student Assessment (M) |
| 2624 | Grading System |
| 2631 | New Jersey Quality Single Accountability Continuum (QSAC) |
| 2700 | Services to Nonpublic School Pupils (M) |

STUDENTS

| <u>Number</u> | <u>Title</u> |
|----------------------|---|
| 5111.2 | Open Enrollment |
| 5111.3 | Tuition – Nonresident Students |
| 5112 | Entrance Age |
| 5114 | Children Displaced by Domestic Violence |
| 5116 | Education of Homeless Children |
| 5120 | Assignment of Pupils (M) |
| 5130 | Withdrawal from School (M) |
| 5200 | Attendance (M) |
| 5230 | Late Arrival and Early Dismissal |
| 5240 | Tardiness |
| 5250 | Excusal from Class or Program |
| 5300 | Automated External Defibrillators (AEDs) (M) |
| 5305 | Health Services Personnel |
| 5306 | Health Services To Nonpublic Schools (M) |
| 5307 | Nursing Services Plan (M) |
| 5308 | Student Health Records (M) |
| 5310) | Health Services (M) |
| 5320 | Immunization |
| 5330 | Administration of Medication (M) |
| 5331 | Management of Life-Threatening Allergies in Schools (M) |
| 5332 | Do Not Resuscitate Orders (M) |
| 5335 | Treatment of Asthma (M) |
| 5337 | Use of Service Animals for Student Needs |
| 5338 | Diabetes Management (M) |
| 5339 | Screening for Dyslexia (M) |
| 5350 | Pupil Suicide Prevention |
| 5410 | Promotion and Retention (M) |
| 5411 | Graduation From Eighth Grade |
| 5420 | Reporting Pupil Progress (M) |
| 5430 | Class Rank |
| 5431 | “Good Pupil” Status |
| 5440 | Honoring Pupil Achievement |

BOARD WORK SESSION

May 10, 2016

D. POLICIES & LEGISLATION COMMITTEE

ITEM 2. FIRST READING OF REVISED POLICIES (continued)

STUDENTS (continued)

| <u>Number</u> | <u>Title</u> |
|----------------------|--|
| 5460 | High School Graduation (M) |
| 5460.1 | Graduation Ceremonies Early Graduation (M) |
| 5465 | |
| 5466 | Graduation and Yearbook Fees (M) |
| 5500 | Expectations for Pupil Conduct (M) |
| 5511 | Dress and Grooming |
| 5513 | Care of School Property (M) |
| 5514 | Pupil Use of Vehicles |
| 5516 | Use of Electronic Communication and Recording Devices (ECRD) (M) |
| 5517 | Pupil Identification Cards |
| 5519 | Dating Violence at School (M) |
| 5520 | Disorder and Demonstration |
| 5530 | Substance Abuse (M) |
| 5533) | Pupil Smoking (M) |
| 5535 | Passive Breath Alcohol Sensor Device |
| 5550 | Disaffected Pupils (M) |
| 5560 | Disruptive Pupils (M) |
| 5561 | Use of Physical Restraint |
| 5570 | Sportsmanship |
| 5600 | Student Discipline/Code of Conduct (M) |
| 5610 | Suspension (M) |
| 5611 | Removal of Students for Firearms Offenses (M) |
| 5612 | Assaults on District Board of Education Members or Employees (M) |
| 5613 | Removal of Students for Assaults with Weapons Offenses (M) |
| 5615 | Suspected Gang Activity |
| 5620 | Expulsion |
| 5700 | Pupil Rights |
| 5701 | Plagiarism |
| 5710 | Pupil Grievance |
| 5721 | Independent Publications |
| 5770 | Pupil Right of Privacy |
| 5820 | Student Government |
| 5830 | Pupil Fund Raising |
| 5841 | Secret Societies |
| 5842 | Equal Access of Pupil Organizations |
| 5850 | Social Events and Class Trips |
| 5860 | Safety Patrol (M) |
| 5880 | Public Performances by Pupils |

BOARD WORK SESSION

May 10, 2016

D. POLICIES & LEGISLATION COMMITTEE

**ITEM 3. APPROVAL OF HARASSMENT/INTIMIDATION/BULLYING
INVESTIGATION DECISIONS**

Be it Resolved, that the Cherry Hill Board of Education approves issuance of written decisions affirming, rejecting or modifying the Superintendent's determination in the following student HIB investigations:

| Incident Report No. | Board Determination | Incident Report No. | Board Determination | Incident Report No. | Board Determination |
|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 15-16:33 | | 15-16:1269 | | 15-16:1285 | |
| 15-16:34 | | 15-16:1272 | | 15-16:1287 | |
| 15-16:1244 | | 15-16:1273 | | 15-16:1292 | |
| 15-16:1245 | | 15-16:1282 | | 15-16:1338 | |
| 15-16:1246 | | 15-16:1283 | | 15-16:1339 | |
| 15-16:1262 | | 15-16:1284 | | | |

BOARD WORK SESSION

May 10, 2016

E. STRATEGIC PLANNING

Board Goals

- **Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.**
- **Create a cost-effective budget that provides for educational resources as well as preventive maintenance and ongoing facilities improvement in all schools.**
- **Enhance communication with and outreach to internal and external stakeholders.**
- **Enhance relationships with internal stakeholders (students and staff.)**

The Superintendent recommends the following:

DISCUSSION ITEMS:

- Turf Field Update
- Long Term Planning: Discussion for Future Consideration