

**CHERRY HILL PUBLIC SCHOOLS**  
**Cherry Hill, New Jersey**

**EXECUTIVE SESSION**

**Malberg Administration Bldg.**

**April 12, 2016 @ 6:45 P.M.**

**AGENDA**

Student Matters

- Review HIB case recommendations

CHERRY HILL PUBLIC SCHOOLS  
Cherry Hill, New Jersey

**SPECIAL ACTION AGENDA**

Malberg Administration Building – Board Room  
April 12, 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*  
*Mr. James Gallagher, Interim Assistant Superintendent*  
*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**

**April 12, 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: James Gallagher

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**

**April 12, 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	Diane Bonanno Barton	Building Character Statewide Conference, Mullica Hill, NJ	5/20/16	\$85.00 Registration General Funds
B	Diane Jastrzembski Resurrection Catholic	Developing Students’ Coding Skills, Cherry Hill, NJ	5/19/16	\$239.00 Registration Title IIA

**SPECIAL ACTION AGENDA**

**April 12, 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	Varsay Lewis Camden Catholic High School	Harvard University Summer Institute on College Admissions, Boston, MA	6/19-24, 2016	\$3,563.52 Registration/Lodging/ Mileage/Tolls/Parking Title IIA
D	Barbara Cortese Camden Catholic High School	Harvard University Summer Institute on College Admissions, Boston, MA	6/19-24, 2016	\$3,563.52 Registration/Lodging/ Mileage/Tolls/Parking Title IIA
E	Sean Sweeney Barton	Building Character Statewide Conference, Mullica Hill, NJ	5/20/16	\$85.00 Registration CHASA Funds
F	LaCoyya Weathington Central	NJASA/NJAPSA Spring Leadership Conference, Atlantic City, NJ	5/11/16	\$238.44 Registration/Mileage/ Tolls General Funds
G	Farrah Mahan Central	NJAFPA Spring Training Conference, Atlantic City, NJ	6/9/16	\$206.56 Registration/Mileage/ Parking/Tolls Title IIA
H	Michelle Smith Central	NJAFPA Spring Training Conference, Atlantic City, NJ	6/9/16	\$206.56 Registration/Mileage/ Parking/Tolls Title IIA
I	Kimyen Tran Kilmer	NJTESOL/NJBE Spring Conference 2016, New Brunswick, NJ	6/1-3, 2016	\$571.69 Registration/Mileage/ Tolls/Parking Title III Funds
J	Allison Spence East/Barton	NJTESOL/NJBE Spring Conference 2016, New Brunswick, NJ	6/1-3, 2016	\$572.99 Registration/Mileage/ Tolls/Parking Title III Funds
K	Jennifer Green Beck/Kilmer	NJTESOL/NJBE Spring Conference 2016, New Brunswick, NJ	6/1-3, 2016	\$536.69 Registration/Mileage/ Tolls/Parking Title III Funds

**SPECIAL ACTION AGENDA**

April 12, 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>
L	Lisa Seward Johnson	NJTESOL/NJBE Spring Conference 2016, New Brunswick, NJ	6/1-2, 2016	\$408.40 Registration/Mileage/ Tolls/Parking Title III Funds
M	Danielle DiRenzo Johnson	NJTESOL/NJBE Spring Conference 2016, New Brunswick, NJ	6/1-2, 2016	\$408.58 Registration/Mileage/ Tolls/Parking Title III Funds
N	Anthony Saporito Malberg	Behavioral Assessment and Response to Active Shooter Type Events in Schools, Mays Landing, NJ	4/15/16	\$30.38 Mileage General Funds

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

## **SPECIAL ACTION AGENDA**

**April 12, 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 Report*
2. *Resolution Approving Contract With Express Scripts, Inc*
3. *Resolution Approving Zoning Board Permit Application For Improvements To Brookfield Academy Baseball Field*
4. *Acceptance of Donation*

### **ITEM 1. FINANCIAL REPORTS**

#### **APPROVAL OF BILL LIST**

It is recommended that the Bill List dated April 12, 2016 in the amount of \$3,573,635.06 be approved as submitted.

### **ITEM 2. RESOLUTION APPROVING CONTRACT WITH EXPRESS SCRIPTS, INC.**

WHEREAS, the Board requires the services of a pharmacy benefit management services company to manage prescription insurance coverage provided to District employees; and

WHEREAS, on January 26, 2016 the Board approved a pharmacy benefit management agreement with Express Scripts, Inc. ("ESI") for the term July 1, 2015 through June 30, 2018, subject to approval of the final form of the contract by the Board Solicitor; and

WHEREAS, the Board sought a provision permitting early termination of the agreement, and ESI will not agree to provide reduced pricing to the Board if such a clause is included; and

WHEREAS, ESI has offered to enter into a two-year agreement with the Board upon favorable pricing terms; and

WHEREAS, upon the recommendation of its Superintendent and Assistant Superintendent-Business the Board determines that entering into an agreement with ESI for a term of two years is in the best interest of the School District at this time; and

WHEREAS, the provision of the services under the agreement is exempt from the requirements of public bidding pursuant to *N.J.S.A. 18A:18A-5a.(10)*;

**SPECIAL ACTION AGENDA**

**April 12, 2016**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTION APPROVING CONTRACT WITH EXPRESS SCRIPTS, INC. continued**

NOW, THEREFORE, BE IT RESOLVED, that the Cherry Hill Board of Education hereby rescinds its prior motion approving a three-year agreement with ESI; and be it

FURTHER RESOLVED, that the Board approves a pharmacy benefit management agreement with Express Scripts, Inc. for the term July 1, 2015 through June 30, 2017, and authorizes its President and Secretary to execute same on behalf of the Board upon approval of the final form of the contract 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.

**ITEM 3. RESOLUTION APPROVING ZONING BOARD PERMIT APPLICATION FOR IMPROVEMENTS TO BROOKFIELD ACADEMY BASEBALL FIELD**

BE IT RESOLVED, that the Board of Education of the Township of Cherry Hill hereby authorizes the Cherry Hill American Little League to submit on its behalf a Zoning Permit Application to the Cherry Hill Township Zoning Board of Adjustment to permit installation of a replacement 16 foot backstop and replacement fencing of various heights at property owned by the Board and identified as Block 431.03 Lot 25 on the tax map of Cherry Hill Township; and be it

FURTHER RESOLVED, that the Board authorizes its Assistant Superintendent-Business/Board Secretary to execute the Zoning Application Permit in this matter for submission to the Zoning Board of Adjustment.

**ITEM 4. ACCEPTANCE OF DONATION**

<b><u>SCHOOL</u></b>	<b><u>DONATION</u></b>	<b><u>GROUP OFFERING DONATION</u></b>	<b><u>VALUE</u></b>
District	Improvements to Brookfield Baseball Field	Cherry Hill American Little League and funds/grant awarded to CHALL from Camden County and Cherry Hill Township	Approximately \$30,000

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_



**SPECIAL ACTION AGENDA**

April 12, 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. Assignment/Salary Change—Non-Certificated
6. Other Compensation—Certificated
7. Other Compensation—Non-Certificated

**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>
Sally Buckalew	Kingston-Occupational Therapist (\$94,517)	7/01/16	Retirement
Janice Shima	Carusi-Math (\$95,662)	7/01/16	Retirement
Julio DeFaria	CHHS West-Spanish (\$102,529)	7/01/16	Retirement
Shirley Davis	Paine-Grade 5 (\$98,638)	7/01/16	Retirement
Louis Marano	CHHS East-Industrial Arts (\$94,517)	7/01/16	Retirement

**SPECIAL ACTION AGENDA**

April 12, 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>
Michele Karpovich	Knight-Educational Assistant (\$13,814)	7/01/16	Retirement
Tonette McDonough	CHHS West-Secretary (\$49,054)	1/01/16	Disability Retirement
Estelle DeLellis	Barton-Educational Assistant (\$13,741)	9/01/16	Disability Retirement
Rikki Cohen	Cooper-Educational Assistant	3/31/16	Declined Position
Ryan Coxson	Marlkress-Field Technician (\$32,286)	3/28/16	Personal
Sarah Donsky	Mann-Educational Assistant (\$11,050)	3/18/16	Personal
Janet Braswell	Woodcrest-Secretary (\$49,054)	8/01/16	Retirement

**ITEM 3. APPOINTMENTS—CERTIFICATED**

(a) Regular

**RECOMMENDATION:**

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary</u>
Belinda Howe	Barclay-LDT-C (Replacing J. Merriman- Miller-budget #11-000-219-104-71-0100)	On or about 5/16/16-6/30/16	\$102,529 prorated (Masters+3- -step 17)
Lisa Ridgeway	District-Assistant Business Administrator/Assistant Board Secretary (revised for correction of title-budget #11-100- 251-100-90-0100)	3/14/16-6/30/16	\$110,000 prorated
Alexander Paluzzi	Beck-Volunteer Athletic Aide, Baseball	4/13/16-6/30/16	-----

**SPECIAL ACTION AGENDA**

**April 12, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 3. APPOINTMENTS—CERTIFICATED** - continued

(a) Regular- continued

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary</u>
Kenneth Manyon	CHHS West-Volunteer Athletic Aide, LaCrosse	4/13/16-6/30/16	-----
Paul Derickson	CHHS West-Volunteer Athletic Aide, Boys Volleyball	4/13/16-6/30/16	-----
Charles Simmons	CHHS East-Volunteer Athletic Aide, LaCrosse	4/13/16-6/30/16	-----

(b) Co-Curricular

**RECOMMENDATION:**

Be it resolved that the person 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>
Rebecca Wood*	CHHS East-Assistant Coach, Girls LaCrosse (budget #11-402-100-100- 50-0101)	3/29/16-6/30/16	\$2917 prorated

\*Outside District Coach

(c) Student Teaching

**RECOMMENDATION:**

Be it resolved the person 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>
Nicole Melchiorre	Drexel	4/04/16-5/16/16	Kimberly DeYoung/Woodcrest

**SPECIAL ACTION AGENDA**

**April 12, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 4. APPOINTMENTS—NON-CERTIFICATED**

(a) Regular

**RECOMMENDATION:**

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary/Hourly Rate</u>
Angelo DeJoseph	Marlkress-Groundsman (Replacing W. Fow-budget #11-000-263-100-86-0100)	On or about 4/13/16-6/30/16	\$31,264 prorated

**ITEM 5. ASSIGNMENT/SALARY CHANGE—NON— CERTIFICATED**

(a) Reassignment

**RECOMMENDATION:**

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

<u>Name</u>	<u>From Assignment</u>	<u>To Effective Date</u>	<u>Effective Date</u>	<u>Salary/Hourly Rate</u>
Andrea Pizzo	Mann-Educational Assistant (\$9.34/hr-27.5 hrs/wk-budget #11-214-100-106-24-0100)	Mann-Educational Assistant (30 hrs/wk-budget #11-214-100-106-24-0100)	4/01/16-6/30/16	\$9.34
Joseph Oyola	Marlkress-Auto Mechanic (budget #11-000-261-100-86-0100)	Marlkress-Lead Mechanic (budget #11-000-261-100-86-0100)	4/13/16-6/30/16	\$45,000 prorated

**SPECIAL ACTION AGENDA**

April 12, 2016

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 6. OTHER COMPENSATION—CERTIFICATED**

(a) Payment for Additional Classes – PARCC/NJBCT

**RECOMMENDATION:**

Be it resolved that the persons listed be compensated for assuming PARCC/NJBCT responsibilities at CHHS East in accord with the data presented.

<u>Name</u>	<u>Effective Dates</u>	<u>Amount</u>
Darren Gamel	4/25/16-5/13/16 (PARCC-not to exceed 15 days)	\$ 1319
Cathleen Enderle	5/25/16-5/27/16; 6/01/16-6/02/16 (NJBCT-not to exceed 5 days)	\$ 259.62

**ITEM 7. OTHER COMPENSATION—NON-CERTIFICATED**

(a) SACC Site Leaders – Single Shift

**RECOMMENDATION:**

Be it resolved that the person listed be approved as single shift site leaders for the SACC program effective 3/10/16-6/30/16 for the 2015-16 school year at a stipend of \$300 person. Monies budgeted from account # 60-990-320-101-58-1001.

Site Leader– Single Shift	SACC Program School
Michelle Sample	Knight-PM

(b) Peer Coaches

**RECOMMENDATION:**

Be it resolved that the persons listed be approved as Peer Coaches for the SACC program effective 3/10/16-6/30/16 for the 2015-16 school year at a stipend of \$150 per person. Monies budgeted from account #60-990-320-101-58-1001.

<u>Name</u>	<u>Name</u>	<u>Name</u>
Nicole Gauntt	Anna DeMarco	Jennifer Fillipponi

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**SPECIAL ACTION AGENDA**

**April 12, 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:** April 7, 2016

**To:** Members, Board of Education

**From:** Dr. Joseph Meloche, Superintendent

## AGENDA

**EXECUTIVE SESSION 6:45 PM**  
**SPECIAL ACTION MEETING—7:00 PM**  
**BOARD WORK SESSION—Immediately following Special Action**

**April 12, 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: James Gallagher

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**  
**April 12, 2016**

**PRESENTATIONS**

- None

**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**

**April 12, 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. Resolution Approving Rider to Professional Services Agreement for the 2015-2016 school year
2. Approval of Summer High School Reading List

#### **ITEM 1. RESOLUTION APPROVING RIDER TO PROFESSIONAL SERVICES AGREEMENT FOR THE 2015-2016 SCHOOL YEAR**

##### **BETWEEN THE CHERRY HILL BOARD OF EDUCATION AND THE CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION**

**WHEREAS**, as of September 1, 2015, the Board entered into an agreement (“Agreement”) with the Camden County Educational Services Commission (“Commission”) for the provision of instructional assistants and related services/counseling to certain nonpublic school students (“Services”);

**WHEREAS**, the Services are being provided utilizing Federal IDEA Part B funding for the period beginning September 1, 2015 and ending June 30, 2016;

**WHEREAS**, due to an increased need for the Services at Camden Catholic High School, the Board must increase its expenditure by \$15,000.00 for the Services provided to students at that school, resulting in a total expenditure of \$90,687.50;

**WHEREAS**, due to an increased need for the Services at Resurrection Catholic School, the Board must increase its expenditure by \$29,475.00 for the Services provided to students at that school, resulting in a total expenditure of \$107,215.00; and

**WHEREAS**, the total increase in cost amounts to \$44,475.00 for a total expenditure under the Agreement of \$230,877.50;

**NOW, THEREFORE, BE IT RESOLVED**, that the total expenditures for the Services provided by the Commission under the Agreement shall not exceed \$230,877.50; and be it

**FURTHER RESOLVED**, that the Board authorizes its President and Secretary to execute a Rider to the Agreement incorporating the above expenditure limitation therein.

PO # 16-04623

Account Code 20-252-200-300-59-0000

**BOARD WORK SESSION**

**April 12, 2016**

**A. CURRICULUM & INSTRUCTION**

**ITEM 2. APPROVAL OF HIGH SCHOOL SUMMER READING**

It is requested that the Board approve High School East and West summer reading list below for the 2015-2016 school year.

<u>GRADE</u>	<u>TITLE</u>	<u>AUTHOR</u>
9 (H, A, R)	The Good Thief	Hannah Tinti
9 (H)	Jane Eyre	Charlotte Bronte
10 (H, A, R)	The Color of Water	James McBride
10 (H)	The Once and Future King	T. H. White
11 (AP, H, A, R)	The Bean Trees	Barbara Kingsolver
11 (H, AP)	The Grapes of Wrath	John Steinbeck
12 (AP, A, R)	The Namesake	Jhumpa Lahiri
12 (AP)	Tess of the d'Arbervilles	Thomas Hardy

## **BOARD WORK SESSION**

**April 12, 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. Resolution for the Award of Bids
3. Resolution for the Award of Transportation
4. Adoption of the 2016/2017 Budget
5. Maximum Travel Expenditure
6. Motion to Approve Use of Capital Reserve to Fund School Development Authority Approved Projects
7. Resolution Approving Establishment of 457b Plan
8. Resolution Approving Dental Plan

#### **ITEM 1. FINANCIAL REPORTS**

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

#### **ITEM 2. RESOLUTION FOR THE AWARD OF BIDS**

- a) #BSD-041216 – SITE DRAINAGE IMPROVEMENTS AT BARCLAY EARLY CHILDHOOD CENTER (4-12-16)
- b) #1516-003 – DOMESTIC WATER PIPING SYSTEM REPLACEMENT AT WOODCREST ELEMENTARY SCHOOL (4-13-16)
- c) #1516-001 – PARTIAL HVAC SYSTEM REPLACEMENT AT WOODCREST ELEMENTARY SCHOOL (4-13-16)
- d) #1516-002 – PARTIAL ELECTRICAL DISTRIBUTION SYSTEM AT WOODCREST ELEMENTARY SCHOOL (4-13-16)
- e) #1617-1 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL – SPECIAL EDUCATION – EXTENDED SCHOOL YEAR – IN DISTRICT AND OUT OF DISTRICT – 2016/2017 SCHOOL YEAR (4-15-16)

**BOARD WORK SESSION**

**April 12, 2016**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTION FOR THE AWARD OF BIDS** continued

- f) #1617-3 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL – SPECIAL EDUCATION – OUT OF DISTRICT – 2016/2017 SCHOOL YEAR (4-15-16)
- g) #1617-4 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL – SPECIAL EDUCATION – IN DISTRICT – 2016/2017 SCHOOL YEAR (4-15-16)
- h) #1617-2 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL – REGULAR EDUCATION – IN DISTRICT (4-15-16)

**ITEM 3. RESOLUTION FOR THE AWARD OF TRANSPORTATION**

- a) ROUTE #BLR-8 – BECK MIDDLE SCHOOL / SHUTTLE
- b) ROUTE #Q-BEV – HIGH SCHOOL EAST – MCKINNEY-VENTO, BEVERLY, NJ

**ITEM 4. ADOPTION OF THE 2016/2017 BUDGET**

**ITEM 5. MAXIMUM TRAVEL EXPENDITURE**

**ITEM 6. MOTION TO APPROVE USE OF CAPITAL RESERVE TO FUND SCHOOL DEVELOPMENT AUTHORITY APPROVED PROJECTS**

**ITEM 7. RESOLUTION APPROVING ESTABLISHMENT OF 457b PLAN**

**ITEM 8. RESOLUTION APPROVING DENTAL PLAN**

**BOARD WORK SESSION**

April 12, 2016

**B. BUSINESS AND FACILITIES**

*The Superintendent recommends the following:*

**ITEM 1. FINANCIAL REPORTS**

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

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of February 29, 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 February 29, 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 FEBRUARY 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) **SACC FINANCIAL REPORT FOR FEBRUARY 2016**

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

**BOARD WORK SESSION**

April 12, 2016

**B. BUSINESS AND FACILITIES**

**ITEM 1. FINANCIAL REPORTS** continued

d) DISBURSEMENT OF FUNDS

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

e) APPROVAL OF BILL LIST

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

**BOARD WORK SESSION**

**April 12, 2016**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTION FOR THE AWARD OF BIDS**

- a) #BSD-041216 – SITE DRAINAGE IMPROVEMENTS AT BARCLAY EARLY CHILDHOOD CENTER (4-12-16)

INFORMATION TO BE READY FOR ACTION MEETING. Bid opens April 12, 2016.

- b) #1516-003 – DOMESTIC WATER PIPING SYSTEM REPLACEMENT AT WOODCREST ELEMENTARY SCHOOL (4-13-16)

INFORMATION TO BE READY FOR ACTION MEETING. Bid opens April 13, 2016.

- c) #1516-001 – PARTIAL HVAC SYSTEM REPLACEMENT AT WOODCREST ELEMENTARY SCHOOL (4-13-16)

INFORMATION TO BE READY FOR ACTION MEETING. Bid opens April 13, 2016.

- d) #1516-002 – PARTIAL ELECTRICAL DISTRIBUTION SYSTEM AT WOODCREST ELEMENTARY SCHOOL (4-13-16)

INFORMATION TO BE READY FOR ACTION MEETING. Bid opens April 13, 2016.

- e) #1617-1 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL – SPECIAL EDUCATION – EXTENDED SCHOOL YEAR – IN DISTRICT AND OUT OF DISTRICT – 2016/2017 SCHOOL YEAR (4-15-16)

INFORMATION TO BE READY FOR ACTION MEETING. Bid opens April 15, 2016.

- f) #1617-3 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL – SPECIAL EDUCATION – OUT OF DISTRICT – 2016/2017 SCHOOL YEAR (4-15-16)

INFORMATION TO BE READY FOR ACTION MEETING. Bid opens April 15, 2016.

- g) #1617-4 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL – SPECIAL EDUCATION – IN DISTRICT – 2016/2017 SCHOOL YEAR (4-15-16)

INFORMATION TO BE READY FOR ACTION MEETING. Bid opens April 15, 2016.

- h) #1617-2 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL – REGULAR EDUCATION – IN DISTRICT (4-15-16)

INFORMATION TO BE READY FOR ACTION MEETING. Bid opens April 15, 2016.

**BOARD WORK SESSION**

**April 12, 2016**

**B. BUSINESS AND FACILITIES**

**ITEM 3. RESOLUTION FOR THE AWARD OF TRANSPORTATION**

a) ROUTE #BLR-8 – BECK MIDDLE SCHOOL / SHUTTLE

**RECOMMENDATION:**

It is recommended that prior administrative approval be ratified for Hillman's Bus Service, Inc. to transport (1) one classified student on a shuttle, from school to home as listed below.

Route: BLR-8 / Shuttle  
School: Henry C. Beck Middle School  
Company: Hillman's Bus Service, Inc.  
Cost per diem: \$174.00  
Date(s): 4/7/16 thru 5/12/16 (Thursdays only)  
Total # of days: (6) Six  
Total Cost: \$1,044.00

PO #16-06472  
Account Code: 11-000-270-514-83-0001

b) ROUTE #Q-BEV – HIGH SCHOOL EAST – MCKINNEY-VENTO,  
BEVERLY, NJ

**RECOMMENDATION:**

Quotes were solicited by the Transportation Department with the low quote coming from Holcomb Bus Service, Inc. It is recommended that prior administrative approval be ratified for Holcomb Bus Service, Inc. to transport (1) one McKinney-Vento student residing in Beverly, NJ to / from Cherry Hill High School East, as listed below.

Route: Q-BEV / Quote  
School: Cherry Hill High School East  
Company: Holcomb Bus Service, Inc.  
Cost per diem: \$304.00  
Date(s): 4/8/16 thru 6/16/16  
Total # of days: (49) Forty-Nine  
Total Cost: \$14,896.00

PO #16-06473  
Account Code: 11-000-270-514-83-0001



**BOARD WORK SESSION**

April 12, 2016

**B. BUSINESS AND FACILITIES**

**ITEM 4. ADOPTION OF THE 2016/2017 BUDGET**

BE IT RESOLVED, to approve the budget for the 2016/2017 school year for submission to the County Superintendent of Schools for Department of Education review as follows:

The District has used all allowable automatic adjustments; and

Utilizes the Adjustment for Increase in Health Care Costs in the amount of \$1,454,966; and

Also utilizes \$821,262 of Banked Cap (\$569,528 from 2013/2014 that will expire if unused and \$251,734 of the total amount available from 2015/2016 - \$545,894) in order to continue the educational program in the District of Cherry Hill at its current level and due to the higher cost of employee benefits, out-of-district placements and substitute teachers.

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$191,489,114	\$164,596,506
Special Revenue Fund	4,463,414	--
Debt Service Fund	<u>3,926,700</u>	<u>2,794,417</u>
Total Base Budget	\$199,879,228	\$167,390,923

**ITEM 5. MAXIMUM TRAVEL EXPENDITURE**

WHEREAS, pursuant to *N.J.S.A. 18A:11-12(p)*, the District Board of Education is required to establish a maximum travel expenditure amount for the budget year that may not be exceeded; and

WHEREAS, the District Board of Education has determined that the maximum travel expenditure amount will include all travel that is supported by federal, state and local funds; and

WHEREAS, the District Board of Education has determined that the total maximum travel expenditure for the 2015/2016 school year is \$213,175 and the district has spent \$58,948 as of March 8, 2016 now, therefore be it

RESOLVED, that the District Board of Education hereby establishes the maximum travel expenditure amount for the 2016/2017 school year as \$160,460 in the general fund and estimated \$25,000 in the special revenue fund.

**BOARD WORK SESSION**

April 12, 2016

**B. BUSINESS AND FACILITIES**

**ITEM 6. MOTION TO APPROVE USE OF CAPITAL RESERVE TO FUND SCHOOL DEVELOPMENT AUTHORITY APPROVED PROJECTS**

Motion to approve the use of \$2,479,333.00 from Capital Reserve to fund three School Development Authority approved projects:

	<b><u>Amount from Capital Reserve</u></b>		
Kingston	Soffit and Sanitary Sewer – Kingston	G5-5063	\$100,205.00
East	Groundwater Infiltration – East	G5-5031	166,890.00
East	Stormwater Infiltration – East	G5-5032	<u>2,212,238.00</u>
			\$2,479,333.00

**ITEM 7. RESOLUTION APPROVING ESTABLISHMENT OF 457b PLAN**

INFORMATION TO BE READY FOR ACTION MEETING PENDING REVIEW.

**ITEM 8. RESOLUTION APPROVING DENTAL PLAN**

INFORMATION TO BE READY FOR ACTION MEETING PENDING REVIEW.

**BOARD WORK SESSION**

April 12, 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. Leaves of Absence—Certificated
5. Leaves of Absence—Non-Certificated
6. Assignment/Salary Change—Certificated
7. Approval of Revised Job Description

**ITEM 1. TERMINATION OF EMPLOYMENT-CERTIFICATED**

(a) Resignations

**RECOMMENDATION:**

Be it resolved the separation from employment of the following employee be approved for the reason 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>
Grace Min	Kingston-Grade 5 (\$53,681)	7/01/16	Personal

**BOARD WORK SESSION**

April 12, 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>
Barbara Morrone	CHHS East-Educational Assistant (\$21,403)	7/01/16	Retirement
William Howell	Marlkress-Groundskeeper (\$42,847)	5/01/16	Retirement
Kristen Thompson	Harte-Educational Assistant (\$10,200)	4/16/16	Personal

**ITEM 3. APPOINTMENTS—CERTIFICATED**

(a) Practicum Experience

**RECOMMENDATION:**

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

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Teacher/School</u>
Krysta Herrera	Rutgers	5/16/16-5/26/16	Maria Rivas Mintz/CHHS West

(b) Speech/Language Externship

**RECOMMENDATION:**

Be it resolved that Katelyn Wheeler graduate student at Loyola University be approved for a speech/language externship effective 9/06/16-12/16/16 at Kilmer Elementary School with Lori Combs at the cooperating speech/language pathologist.

**BOARD WORK SESSION**

April 12, 2016

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 3. APPOINTMENTS—CERTIFICATED** - continued

(c) Student Teaching

**RECOMMENDATION:**

Be it resolved that the person 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>
Marcy Gregg	Temple	10/24/16-12/16/16	Scott Graser/Rosa

**ITEM 4. 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>
Sharon Schreiber	Johnson-Grade 1	Leave without pay 11/30/15-6/30/16 (leave extended)
Nancy Paley	Barton-Grade 4	Leave with pay 2/22/16-4/29/16
Christina Giannopoulos	Barclay-Special Education	Leave with pay 2/12/16-2/22/16; without pay 2/23/16-4/11/16 (leave extended)

**ITEM 5. 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>
Kimberly Phillips	Stockton-Educational Assistant	Intermittent leave without pay 12/01/15-2/04/16
Mary Ott	Kingston-Educational Assistant	Leave with pay 2/22/16-3/25/16

**BOARD WORK SESSION**

April 12, 2016

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 5. LEAVES OF ABSENCE—NON-CERTIFICATED-** continued

(a) Leave of Absence, With/Without Pay- continued

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
John Earl	Knight-Head Custodian	Leave with pay 1/11/16-2/12/16; without pay 2/15/16-4/18/16 (revised for dates)
Mary Matzer	District-HR Benefits Coordinator	Leave with pay 2/17/16-5/10/16 (revised for dates)

**ITEM 6. 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 9/01/14-6/30/15.

<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>
Lillian Barna	Barton	C	5	\$51,392	D	5	\$ 52,536
Richard Beckman	Sharp/Harte	G	16A	\$99,463	H	16A	\$102,094
Rachel Boswell	CHHS East	D	7	\$53,869	E	7	\$ 55,701
Evelyne Bittout	Rosa	E	11	\$61,908	F	11	\$63,739
Caroline Buscher	Barton	F	17	\$99,710	G	17	\$101,770
Lindsay Ciemiengo	Carusi	C	6	\$51,876	E	6	\$ 54,852
Megan Curtis	Johnson	B	3	\$48,777	C	3	\$ 50,132
James DiCicco	CHHS West	C	7	\$53,869	E	7	\$ 55,701
Maureen DiVietro	Woodcrest	C	17	\$94,903	E	17	\$ 97,879
Brian Drury	CHHS West	G	17	\$101,770	H	17	\$104,401
Lisa Feinstein	Sharp	B	11	\$57,787	D	11	\$ 60,076
Susan Fortin	Woodcrest	E	17	\$97,879	F	17	\$ 99,710
Christina Giannopoulos	Barclay	C	2	\$48,777	D	2	\$ 51,066
Brian Grillo	CHHS West	C	5	\$51,392	D	5	\$ 52,536
Sara Guy	Knight	F	9	\$59,639	G	9	\$ 61,699

**BOARD WORK SESSION**

April 12, 2016

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 6. ASSIGNMENT/SALARY CHANGE—CERTIFICATED-** continued

(a) Salary Adjustment—Credits Earned- continued

<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>
Da'vet Hornsby Furgason	Knight	C	16	\$87,160	D	16	\$ 88,304
Jennifer McCarron	CHHS West	C	13	\$68,890	E	13	\$ 71,866
Angela Mooney	Rosa	B	7	\$51,580	C	7	\$ 52,725
Danielle Newbill	Barton	B	11	\$57,787	C	11	\$ 58,932
Susan Pettijohn	Johnson	F	17	\$99,710	G	17	\$101,770
Karen Russo	Malberg (14-15 school year)	G	10	\$69,216	H	10	\$72,111
Andrea Savidge	CHHS West	D	15	\$82,515	E	15	\$84,347
Rose Torres	Johnson	E	5	\$54,368	F	5	\$56,199
Alyson Wiecek	Kingston	E	14	\$77,844	F	14	\$79,675

(b) Salary Adjustment—Credits Earned

**RECOMMENDATION:**

It is recommended that the persons listed be approved for a prorated salary adjustment for credits earned effective 2/01/15-6/30/15.

<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>
Shana Bennett	Harte	D	9	\$55,976	E	9	\$57,808
Da'vet Hornsby Furgason	Knight	D	16	\$ 88,304	E	16	\$90,136
Michele Lombardi	CHHS West	D	3	\$51,276	E	3	\$53,108
Min Sohn	Rosa	B	3	\$48,987	C	3	\$50,132
Nicole Squazzo	Carusi	B	7	\$51,580	D	7	\$53,869
Jennifer Tomasetti	Kilmer	E	15	\$84,347	F	15	\$86,178
Melissa Wohlforth	Woodcrest	E	11	\$61,908	F	11	\$63,739

**BOARD WORK SESSION**

**April 12, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 6. ASSIGNMENT/SALARY CHANGE—CERTIFICATED-** continued

(c) 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 2014-15 school year in accordance with the ratification of the contract between the Cherry Hill Board of Education and CHEA.

**ITEM 7. APPROVAL OF REVISED JOB DESCRIPTION**

**RECOMMENDATION:**

Be it resolved that the job description listed be revised and approved as presented effective 4/27/16.

- Budget Specialist



## **BOARD WORK SESSION**

**April 12, 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 AND ADOPTION OF REVISED POLICIES**

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

#### **TEACHING STAFF MEMBERS**

<b><u>Number</u></b>	<b><u>Title</u></b>
3111	Creating Positions
3112	Abolishing Positions
3124	Employment Contract
3125	Employment of Teaching Staff Members (M)
3125.2	Employment of Substitute Teachers
3126	Induction Program for Provisional Teachers
3130	Assignment and Transfer
3134	Assignment of Additional Duties
3141	Resignation
3142	Nonrenewal of Nontenured Teaching Staff Member
3143	Dismissal
3144	Certification of Tenure Charges
3144.12	Certification of Tenure Charges – Inefficiency (M)
3144.3	Suspension Upon Certification of Tenure Charge
3146	Conduct of Reduction in Force
3152	Withholding an Increment
3159	Teaching Staff Member/School District Reporting Responsibilities
3160	Physical Examination (M)
3161	Examination for Cause
3211	Code of Ethics
3211.3	Consulting Outside the District
3150	Discipline
3212	Attendance

**BOARD WORK SESSION**

**April 12, 2016**

**D. POLICIES & LEGISLATION COMMITTEE**

**ITEM 1. SECOND READING AND ADOPTION OF REVISED POLICIES**  
**(continued)**

**TEACHING STAFF MEMBERS (continued)**

<b><u>Number</u></b>	<b><u>Title</u></b>
3216	Dress and Grooming
3216.1	Staff Photo Identification System
3217	Use of Corporal Punishment
3218	Substance Abuse (M)
3221	Evaluation of Teachers (M)
3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)
3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)
3224	3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M)
3232	Tutoring Services
3233	Political Activities
3244	In-Service Training (M)
3245	Research Projects by Staff Members
3270	Professional Responsibilities
3280	Liability for Pupil Welfare
3281	Inappropriate Staff Conduct
3282	Use of Social Networking Sites
3283	Electronic Communications Between Teaching Staff members and Students (M)
3310	Academic Freedom
3321	Acceptable Use of Computer Network(s)/Computers and Resources by Teaching Staff Members
3322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
3324	Right of Privacy
3340	Grievance
3351	Healthy Workplace Environment
3362	Sexual Harassment (M)
3373	Tenure Upon Transfer or Promotion
3374	Tenure Upon Transfer to an Underperforming School
3381	Protection Against Retaliation
3410	Compensation
3420	Benefits
3425	Work Related Disability Pay
3431	Uncompensated Leave
3431.1	Family Leave (M)
3431.3	New Jersey's Family Leave Insurance Program
3432	Sick Leave
3432.1	Employee Absence - Reporting
3433	Vacations
3435	Anticipated Disability
3436	Personal Leave
3437	Military Leave
3439	Jury Duty

**BOARD WORK SESSION**

**April 12, 2016**

**D. POLICIES & LEGISLATION COMMITTEE**

**ITEM 1. SECOND READING AND ADOPTION OF REVISED POLICIES**  
**(continued)**

**SUPPORT STAFF MEMBERS**

<b><u>Number</u></b>	<b><u>Title</u></b>
4111	Creating Positions
4124	Employment Contract
4125	Employment of Support Staff Members (M)
4140	Termination
4145	Layoffs
4146	Nonrenewal of Nontenured Support Staff Member
4150	Discipline
4159	Support Staff Member/School District Reporting Responsibilities
4160	Physical Examination (M)
4161	Examination for Cause
4211.3	Consulting Outside the District
4212	Attendance
4215	Code of Ethics
4216	Staff Attire
4216.1	Staff Photo Identification System
4218	Substance Abuse (M)
4219	Commercial Driver Controlled Substance and Alcohol Use Testing (M)
4220	Employee Evaluation
4230	Outside Activities
4233	Political Activities
4250	Hours and Days of Work
4281	Inappropriate Staff Conduct
4282	Use of Social Networking Sites
4283	Electronic Communications Between Support Staff Members and Students (M)
4321	Acceptable Use of Computer Network(s)/Computers and Resources by Support Staff Members
4322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
4324	Right of Privacy
4340	Grievance
4351	Healthy Workplace Environment
4352	Sexual Harassment (M)
4360	Support Staff Member Tenure
4410	Compensation
4413	Overtime Compensation
4415	Substitute Wages

**BOARD WORK SESSION**

**April 12, 2016**

**D. POLICIES & LEGISLATION COMMITTEE**

**ITEM 1. SECOND READING AND ADOPTION OF REVISED POLICIES**  
**(continued)**

**SUPPORT STAFF MEMBERS (continued)**

<b><u>Number</u></b>	<b><u>Title</u></b>
4420	Benefits
4425	Work Related Disability Pay
4425.1	Modified Duty Early Return to Work Program – Support Staff Members
4431	Uncompensated Leave
4431.1	Family Leave (M)
4431.3	New Jersey’s Family Leave Insurance Program
4432	Sick Leave
4433	Vacations
4434	Holidays
4435	Anticipated Disability
4436	Personal Leave
4437	Military Leave
4438	Jury Duty

**ITEM 2. FIRST READING OF REVISED POLICIES**

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

**FINANCES**

<b><u>Number</u></b>	<b><u>Title</u></b>
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**

**April 12, 2016**

**D. POLICIES & LEGISLATION COMMITTEE**

**ITEM 2. FIRST READING OF REVISED POLICIES (continued)**

**FINANCES (continued)**

<b><u>Number</u></b>	<b><u>Title</u></b>
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**

<b><u>Number</u></b>	<b><u>Title</u></b>
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**

**April 12, 2016**

**D. POLICIES & LEGISLATION COMMITTEE**

**ITEM 2. FIRST READING OF REVISED POLICIES (continued)**

**PROPERTY (continued)**

<b><u>Number</u></b>	<b><u>Title</u></b>
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**

<b><u>Number</u></b>	<b><u>Title</u></b>
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**

**April 12, 2016**

**D. POLICIES & LEGISLATION COMMITTEE**

**ITEM 2. FIRST READING OF REVISED POLICIES (continued)**

**OPERATIONS (continued)**

<b><u>Number</u></b>	<b><u>Title</u></b>
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 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
15-16:1167		15-16:1189		15-16:1203	
15-16:1168		15-16:1190		15-16:1217	
15-16:1175		15-16:1192		15-16:1220	
15-16:1181		15-16:1194		15-16:1224	
15-16:1185		15-16:1197		15-16:1225	
15-16:1186		15-16:1198			
15-16:1187		15-16:1200			
15-16:1188		15-16:1202			

**BOARD WORK SESSION**

**April 12, 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.)**

**NO ITEMS**