

CHERRY HILL PUBLIC SCHOOLS
Cherry Hill, New Jersey

EXECUTIVE SESSION

Malberg Administration Bldg.

May 12, 2015 @ 5:45P.M.

AGENDA

Student Matters

Human Resources Matter

Negotiations

Attorney-Client Privilege

SPECIAL ACTION AGENDA
May 12, 2015

Board of Education Committees:

Curriculum & Instruction Committee Members (yellow)

Chairperson: Carol Matlack

Administrative Liaison: Joseph Meloche, LaCoyya Weathington

Committee Members: Sherrie Cohen, Eric Goodwin, Lisa Saidel

Business & Facilities Committee Members (blue)

Chairperson: J. Barry Dickinson

Administrative Liaison: James Devereaux

Committee Members: Elliott Roth, Steve Robbins, Kathy Judge

Negotiations, Human Resources & Litigation Committee Members (pink)

Chairperson: Colleen Horiates

Administrative Liaison: Nancy Adrian

Committee Members: Sherrie Cohen, Kathy Judge, Lisa Saidel

Policy & Legislation Committee Members (green)

Chairperson: Eric Goodwin

Administrative Liaison: Maureen Reusche

Committee Members: Sherrie Cohen, J. Barry Dickinson, Steve Robbins

Strategic Planning (buff)

Chairperson: Elliott Roth

Administrative Liaison: James Devereaux

Kathy Judge, Carol Matlack

SPECIAL ACTION

May 12, 2015

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 2014-2015 school year
2. Approval of Transportation Agreement

ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2014-2015 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:

| # | NAME | CONFERENCE | DATE | COST NOT TO EXCEED |
|---|-------------------------------|--|---------|--|
| A | Farrah Mahan Malberg | Preparing Your School District for SA2224 and A3334 | 5/14/15 | \$12.18 Mileage General Funds |
| B | Barbara Kase-Avner Beck MS | Legal Issues in School Health, Cherry Hill, NJ | 5/19/15 | \$75.00 Registration General Funds |

SPECIAL ACTION

May 12, 2015

A. CURRICULUM & INSTRUCTION

ITEM 2. APPROVAL OF TRANSPORTATION AGREEMENT

- a) Resolved, that the Cherry Hill Board of Education approves the Transportation Agreement with the parents of student number 3001507 and authorizes its President and Secretary to execute same on behalf of the Board.

- b) Resolved, that the Cherry Hill Board of Education approves the Transportation Agreement with the parents of student number 3016728 and authorizes its President and Secretary to execute same on behalf of the Board.

Motion _____ Second _____ Vote _____

SPECIAL ACTION AGENDA

May 12, 2015

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. *Approval of Bill List*

ITEM 1. FINANCIAL REPORTS

APPROVAL OF BILL LIST

It is recommended that the Bill List dated May 12, 2015 in the amount of \$1,697,115.75 and a second bill list in the amount of \$13,189.69 be approved as submitted.

Motion: _____ Second: _____ Vote: _____

SPECIAL ACTION AGENDA

May 12, 2015

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—Non-Certificated
2. Leaves of Absence – Non-Certificated
3. Contract Renewals—Certificated-Offer of Employment
4. Contract Renewals—Certificated
5. Contract Renewals—Non-Certificated
6. Other Compensation—Certificated
7. Other Motions

ITEM 1. 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> |
|-------------|--|-----------------------|---------------|
| Mona Noyes | District-.4 Character Education Coordinator (\$20,591) | 7/01/15 | Retirement |
| Nicole Rose | Barton-Educational Assistant (\$10,320) | 5/25/15 | Personal |

SPECIAL ACTION AGENDA

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. LEAVES OF ABSENCE—NON-CERTIFICATED

(a) Leave of Absence, With/Without Pay

RECOMMENDATION:

Be it resolved that the person 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> |
|--------------|---------------------|--|
| Richard Hawk | Marlkress-HVAC Lead | Leave without pay 1/02/15-4/30/15 (revised for dates) |

ITEM 3. CONTRACT RENEWALS-NON-TENURED
TEACHING STAFF MEMBERS – 2015-16 CONTRACTS

(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 4, 2015, which is on file in the office of Human Resources, be given a written offer of a contract for employment for the 2015-2016 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 2015; 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 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 4. CONTRACT RENEWALS—CERTIFICATED STAFF
2015-16 SCHOOL YEAR

(a) CHEA

Be it resolved that the following resolution be adopted:

RESOLUTION

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 2015-16 year, effective 9/01/15-6/30/16 with the understanding that salaries will be adjusted in accordance with the salary settlement finally approved under negotiations 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 4, 2015, 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 2015-16 year, effective 7/01/15-6/30/16 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 4, 2015, which shall become part of the official minutes of this meeting, be appointed for the 2015-16 year effective 7/01/15-6/30/16 and that their salary payments based on the 2015-16 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 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 4. CONTRACT RENEWALS—CERTIFICATED STAFF

2015-16 SCHOOL YEAR - continued

(d) Homebound/Supplemental Instructor

RECOMMENDATION:

Be it resolved that the teachers listed in Ms. Adrian's report dated May 4, 2015, 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 2015-16 fiscal school year.

(e) Substitute Teachers/Nurses

RECOMMENDATION:

Be it resolved that the employees listed in Ms. Adrian's report dated May 1, 2015, which shall become a part of the official minutes of this meeting, be approved for the 2015-16 school year.

ITEM 5. CONTRACT RENEWALS—NON-CERTIFICATED

(a) Secretaries - (CHEA)

RECOMMENDATION:

Be it resolved that the secretarial personnel listed in Ms. Adrian's report dated May 4, 2015, 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 2015-16 year, effective 7/01/15-6/30/16 with the understanding that salaries will be adjusted in accordance with the salary settlement approved under negotiations 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 4, 2015, 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 2015-16 year, effective 7/01/15-6/30/16 with the understanding that salaries will be adjusted in accordance with the salary settlement approved under negotiations 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 4, 2015, 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 2015-16 year, effective 7/01/15-6/30/16 with the understanding that salaries will be adjusted in accordance with the salary settlement approved under negotiations between the Cherry Hill Education Association and the Cherry Hill Board of Education.

SPECIAL ACTION AGENDA

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 5. CONTRACT RENEWALS—NON-CERTIFICATED –

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 4, 2015, which shall become a part of this official meeting, be appointed for the 2015-16 year and that their salary payments based on the 2014-15 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 4, 2015, 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 2015-16 school year, effective 7/01/15-6/30/16 and that their salaries be adjusted in accordance with the contract finally settled between the Cherry Hill Supervisory Staff Association and the Cherry Hill Board of Education.

SPECIAL ACTION AGENDA

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 5. CONTRACT RENEWALS—NON-CERTIFICATED –

continued

(f) Supportive

RECOMMENDATION:

Be it resolved that the employees listed in Ms. Adrian's report dated May 4, 2015, 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 2015-16 school year effective 7/01/15-6/30/16 and that their salaries be adjusted in accordance with the contract finally 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 4, 2015, 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 2015-16 school year, effective 9/01/15-6/30/16, with the understanding that salaries will be adjusted in accordance with the salary settlement finally 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 4, 2015, 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 2015-16 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 1, 2015, which shall become a part of the official minutes of this meeting, be approved for the 2015-16 school year.

SPECIAL ACTION AGENDA

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 6 OTHER COMPENSATION—CERTIFICATED

(a) Payment for Additional Class

RECOMMEDATION:

It is recommended that the persons listed be approved for teaching an additional class English class at CHHS East, effective 5/04/15-6/19/15.

| <u>Name</u> | <u>Amount*</u> |
|--------------------|----------------|
| Peter Gambino | \$1579 |
| Anthony Maniscalco | \$1676 |
| Jennifer Greenwald | \$1825 |
| Chiarina Dorety | \$1477 |
| Kelly Hoyle | \$1555 |

*To be adjusted pending outcome of negotiations between the Cherry Hill BOE and CHEA

(b) Payment for Additional Class

RECOMMEDATION:

Be it resolved that the persons listed be approved for teaching an additional class Math class at CHHS West effective 4/27/15-5/01/15.

| <u>Name</u> | <u>Amount*</u> |
|------------------|----------------|
| Karen Lignana | \$433.02 |
| Michele Lombardi | \$227.57 |
| Timothy Querns | \$216.48 |
| Edith Birnbaum | \$242.28 |
| Kevin Tully | \$220.86 |

*To be adjusted pending outcome of negotiations between the Cherry Hill BOE and CHEA

SPECIAL ACTION AGENDA

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 7. 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 #11184 effective for the 2015-16 school year.

Motion _____ Second _____ Vote _____

SPECIAL ACTION AGENDA

May 12, 2015

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 7, 2015

To: Members, Board of Education

From: Dr. Maureen Reusche, Superintendent

AGENDA

EXECUTIVE SESSION 5:45 PM
SPECIAL ACTION MEETING—7:00 PM
BOARD WORK SESSION—Immediately following Special Action
May 12, 2015 - Malberg - All Purpose Room

BOARD OF EDUCATION COMMITTEES

Curriculum & Instruction Committee Members (yellow)

Chairperson: Carol Matlack

Administrative Liaison: Joseph Meloche, LaCoyya Weathington

Committee Members: Sherrie Cohen, Eric Goodwin, Lisa Saidel

Business & Facilities Committee Members (blue)

Chairperson: J. Barry Dickinson

Administrative Liaison: James Devereaux

Committee Members: Elliott Roth, Steve Robbins, Kathy Judge

Negotiations, Human Resources & Litigation Committee Members (pink)

Chairperson: Colleen Horiates

Administrative Liaison: Nancy Adrian

Committee Members: Sherrie Cohen, Kathy Judge, Lisa Saidel

Policy & Legislation Committee Members (green)

Chairperson: Eric Goodwin

Administrative Liaison: Maureen Reusche

Committee Members: Sherrie Cohen, J. Barry Dickinson, Steve Robbins

Strategic Planning (buff)

Chairperson: Elliott Roth

Administrative Liaison: James Devereaux

Committee Members: Kathy Judge, Carol Matlack

BOARD WORK SESSION

May 12, 2015

PRESENTATIONS

Recognition – H.S. East Vex Robotics F Team – State Champions; Excellence Award

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 12, 2015

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 2014-2015 school year
2. Resolution Approving Rider to Professional Services Agreement for the 2014-2015 school year
3. Approval of Out of District Student Placement 2014-2015 school year
4. Approval of Agreements for 2014-2015 school year under \$17,500
5. Approval of Non Public Technology for 2014-2015 school year

ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2014-2015 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:

| # | NAME | CONFERENCE | DATE | COST NOT TO EXCEED |
|----------|--------------------------------|---|-------------|---|
| A | Carolyn J. Eversole Malberg | NJASBO Annual Conference, Atlantic City, NJ | 6/3-6, 2015 | \$307.50 Registration/Mileage/ Tolls/Parking General Funds |
| B | Thomas Carter Malberg | School Safety & Cooperative Purchasing, Mays Landing, NJ | 8/4/15 | \$266.70 Registration/Mileage/ Tolls General Funds |

BOARD WORK SESSION

May 12, 2015

A. CURRICULUM & INSTRUCTION

ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2014-2015 SCHOOL YEAR-CONTINUED

| # | NAME | CONFERENCE | DATE | COST NOT TO EXCEED |
|---|---------------------------|---|---------------|--|
| C | John Vargas Facilities | School Safety & Cooperative Purchasing, Mays Landing, NJ | 8/4/15 | \$228.00 Registration General Funds |
| D | Erica Price Cooper | 23 rd Annual Model Schools Conference, Atlanta, Georgia | 6/28-30, 2015 | \$1,500.00 Registration/Travel/ Lodging CHASA Funds |

ITEM 2. RESOLUTION APPROVING RIDER TO PROFESSIONAL SERVICES AGREEMENT 2014-2015 SCHOOL YEAR

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

WHEREAS, as of September 1, 2014, 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, 2014 and ending June 30, 2015;

WHEREAS, due to an increased need for the Services at the Camden Catholic High School, the Board must increase its expenditure by \$1,801.25 for the Services provided to students at that school, resulting in a total expenditure of \$54,856.25 for the Services provided to students at Camden Catholic High School and a total not to exceed amount of \$151,496.25 for all of the Commission’s IDEA related services; and

WHEREAS, the Commission has agreed to the above change in maximum contract amount;

NOW, THEREFORE, BE IT RESOLVED, that the total expenditures for the Services provided by the Commission under the Agreement shall not exceed \$151,496.25; 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.

P.O. 15-04544
Original Amount \$149,695
Increase - \$1,801.25
Total amount not to exceed \$151,496.25
20-251-200-300-59-0000

BOARD WORK SESSION

May 12, 2015

A. CURRICULUM & INSTRUCTION

ITEM 3. APPROVAL OF OUT OF DISTRICT STUDENT PLACEMENTS

It is requested that the following out of district tuition contracts be submitted to the Board of Education for approval for the 2014-15 school year during the May 2015 cycle. There is 1 submission (transfer).

| VENDOR | ID | TERM | RSY Tuition \$ | Total \$ |
|----------------------|-----------|-----------------|-----------------------|-----------------|
| YALE-WEST (transfer) | 2020956 | 3/18/15-6/30/15 | 17,378 | 17,378 |

ITEM 4. APPROVAL OF AGREEMENTS FOR 2014-2015 SCHOOL YEAR-UNDER \$17,500

WHEREAS, such evaluations, consultations and services must be conducted by appropriately licensed and certified professionals and in accordance with the strictures of N.J.A.C. 6A:14-3.4 and N.J.A.C. 6A:14-2.5, and therefore are considered professional services pursuant to N.J.S.A. 18A:18A-5; and

WHEREAS the Special Education Department has compiled a list of private providers, qualified to perform such evaluations, consultations and services; and

WHEREAS, the total amount to be paid to any one vendor on such list shall not exceed the sum of \$17,500.00 for the current school year;

NOW, THEREFORE, BE IT RESOLVED by the Cherry Hill Board of Education, that the Board hereby approves the appended list of Approved Private Providers to perform such evaluations, consultations and services as are determined necessary and prudent by the Assistant Superintendent for Curriculum & Instruction for the 2014-2015 school year; and be it

FURTHER RESOLVED, that a copy of this Resolution and 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)*.

BrainPop
To provide on-site professional development training June 22, 2015
Amount not to exceed \$1,750.00
20-275-200-300-99-0000
PO #15-07228

BOARD WORK SESSION

May 12, 2015

A. CURRICULUM & INSTRUCTION

ITEM 5. APPROVAL OF NON-PUBLIC SCHOOL TECHNOLOGY FOR 2014-2015 SCHOOL YEAR

It is recommended that the Board approve technology for the Non-Public Schools for the 2014-2015 school year.

Camden Catholic High School

| <u>Part Number</u> | <u>Description</u> |
|--------------------|--|
| MGL12LL/A | iPad Air 2 Wi-Fi 16 GB (Apple Proposal 2101747328) |

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

- **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 for Non-Public Pupils
 - 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 Change Orders
 - 5. Resolution for the Award of Transportation
 - 6. Resolution for the Award of Request for Proposals
 - 7. Resolution for Approval of Athletic Field Lease Agreement with the Township of Cherry Hill
 - 8. Acceptance of Donations

ITEM 1. FINANCIAL REPORTS

- a) BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR MARCH 2015
- b) LINE ITEM TRANSFER REPORTS FOR THE MONTH OF MARCH 2015
- c) FOOD SERVICE OPERATING STATEMENT FOR MARCH 2015
- d) SACC FINANCIAL REPORT FOR MARCH 2015
- e) DISBURSEMENT OF FUNDS
- f) APPROVAL OF BILL LIST

ITEM 2. RESOLUTIONS

- a) RESOLUTION AUTHORIZING THE USE OF AWARDED VENDORS THROUGH STATE CONTRACT
- b) SCHOOL BUS EMERGENCY EVACUATION SECOND DRILLS REPORT

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

ITEM 3. RESOLUTION FOR THE AWARD OF BIDS

- a) #GENSE-050515 – BUS ROUTES, REGULAR, SPECIAL AND ESY (5-5-15)
- b) #BLEAC-051215 – VISITOR GRANDSTAND ALTERATIONS AND RELATED WORK AT WEST SPORTS COMPLEX (5-12-15)
- c) #GENER-051215 – EMERGENCY GENERATOR AND EXIT AND EMERGENCY LIGHTING REPLACEMENT AT VARIOUS LOCATIONS (5-12-15)
- d) #HARTE-051215 – ROOF REPLACEMENT AND RELATED WORK AT BRET HARTE ELEMENTARY SCHOOL (5-12-15)
- e) #RWALL-051215 – EXTERIOR WALL RENOVATIONS AND RELATED WORK PHASE II AT ROSA INTERNATIONAL MIDDLE SCHOOL (5-12-15)
- f) #EWALL-051915 – PARTIAL EAST GYM LOCKER ROOM/MECHANICAL MEZZANINE WALL RECONSTRUCTION AND RELATED WORK (5-19-15)

ITEM 4. RESOLUTION FOR THE AWARD OF CHANGE ORDERS

- a) #DERPP-031414 – DISTRICT EQUIPMENT REPLACEMENT PROJECT (3-14-14)
- b) #BGFLR-101714 – GYMNASIUM FLOOR REPLACEMENT AT BECK MIDDLE SCHOOL (10-17-14)

ITEM 5. RESOLUTION FOR THE AWARD TRANSPORTATION

- a) ROUTE #Q-CKP – JOYCE KILMER & THOMAS PAINE ELEMENTARY SCHOOLS – MCKINNEY VENTO, CAMDEN AND DCP&P, HADDON HEIGHTS
- b) ROUTE #NH-X3 – NEW HOPE ACADEMY, YARDLEY, PA

ITEM 6. RESOLUTION FOR THE AWARD OF REQUEST FOR PROPOSALS

- a) #CHSIS-040115 – STUDENT INFORMATION SYSTEM (4-1-15)

ITEM 7. RESOLUTION FOR APPROVAL OF ATHLETIC FIELD LEASE AGREEMENT WITH TOWNSHIP OF CHERRY HILL

ITEM 8. ACCEPTANCE OF DONATIONS

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

The Superintendent recommends the following:

A. APPOINTMENTS

1. Appointment of Board Secretary/Assistant Board Secretary

It is recommended that James Devereaux be appointed Board Secretary and Paul Todd be appointed Assistant Board Secretary for this Board of Education for a term commencing July 1, 2015 through June 30, 2016.

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 2015 through June 30, 2016.

3. Affirmative Action Officers

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, 2015 through June 30, 2016.

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, 2015 through June 30, 2016.

5. Handicapped 504 Officer/ADA Officer

It is recommended that Rebecca Metzger, Supervisor of Special Education, be appointed as Handicapped 504 Officer/ADA Officer for this Board of Education for a term commencing July 1, 2015 through June 30, 2016.

6. 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, 2015 through June 30, 2016.

7. 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, 2015 through June 30, 2016.

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

A. APPOINTMENTS - continued

8. 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, 2015 through June 30, 2016.

9. Asbestos Management and PEOSA Officer/Coordinator

It is recommended that Thomas Carter, Director of Facilities be appointed as the designated person for this Board of Education for a term commencing July 1, 2015 through June 30, 2016.

10. Integrated Pest Management Coordinator and IPM Plan

It is recommended that Thomas Carter, Director of Facilities be appointed as the designated person for this Board of Education for a term commencing July 1, 2015 through June 30, 2016 .

11. Right to Know Officer

It is recommended that Thomas Carter, Director of Facilities be appointed as the designated person for this Board of Education for a term commencing July 1, 2015 through June 30, 2016.

12. Custodian of Records

It is recommended that the Assistant Superintendent Business/Board Secretary be appointed as the District's Custodian of Records NJSA47:1A-1 et seq. commencing July 1, 2015.

13. 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.

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

A. APPOINTMENTS - continued

14. Purchasing Agent

IT IS 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 2015 -2016 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 \$36,000.00 and \$18,300.00 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.

15. Solicitor

WHEREAS, the Public School Contracts Law (N.J.S.A. 18A: 18A-1, et seq) authorized 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, 2015 through June 30, 2016 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 a copy of this Resolution and 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 12, 2015

B. BUSINESS AND FACILITIES

A. APPOINTMENTS - continued

16. 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, 2015, through June 30, 2016.

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 2015 proposal.

17. 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, 2015 through June 30, 2016.

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 2015 proposal.

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

A. APPOINTMENTS - continued

18. 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, 2015 until June 30, 2016 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, 2015 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 a copy of this Resolution and 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 12, 2015

B. BUSINESS AND FACILITIES

A. APPOINTMENTS - continued

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

It is recommended that Ms. Nancy Adrian be designated as the Healthcare Insurance Portability & Accountability Act (HIPAA) compliance officer for the 2015/2016 school year.

20. 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

DISABILITY INSURANCE

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

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

21. 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.

22. Insurance Broker of Record

It is recommended that Conner Strong, 123 Rosenhayn Avenue, Bridgeton, NJ be appointed Insurance Broker of Record for the Board of Education for a term commencing July 1, 2015 through June 30, 2016.

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

A. APPOINTMENTS - continued

23. 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, effective immediately and 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 and authorizes its President and Secretary to execute same on behalf of the Board; and be it

FURTHER RESOLVED, that a copy of this Resolution and 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 12, 2015

B. BUSINESS AND FACILITIES

A. APPOINTMENTS - continued

24. Approval of Consulting Service Fee Agreement Employee Benefits Brokerage & Consultancy

WHEREAS, the Public School Contracts Law (N.J.S.A. 18A:18A-5a.(10), exempts the provision of insurance coverage and consultant services from the requirements of public bidding:

NOW, THEREFORE, BE IT RESOLVED that Conner Strong Companies, Inc., is hereby appointed as Employee Benefits Brokerage & Consultancy to the District commencing July 1, 2015 through June 30, 2016 subject to execution of the Consulting Service Fee Agreement.

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 2015 – 2016 proposal.

25. OMNI GROUP 403(B) TPA

Motion to renew the annual services agreement with the OMNI GROUP for the 2015-2016 school year as administrator for the 403B Plan in the amount of \$2,076.00. PO #16-00138.

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

A. APPOINTMENTS - continued

26. 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, 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 dated ##, 2015, at a total cost not to exceed Seventeen Thousand Five Hundred Dollars (\$17,500) Dollars for the period July 1, 2015 through June 30, 2016; 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 12, 2015

B. BUSINESS AND FACILITIES

B. 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 #9271 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. RESOLUTION – EDUCATIONAL SERVICES FOR NON-PUBLIC PUPILS

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
 - I.D.E.A. Services for Non-Public Schools
 - Aid in Lieu of Transportation
 - Non-Public Transportation
 - Homebound Instruction
 - Child Study Team Evaluations
- during the 2015 -201 school year with individual awards for each service,

BE IT FURTHER RESOLVED that the Board has appointed Kathy Judge to serve as their representative to the Camden County Educational Services Commission.

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

D. 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;

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. The board secretary shall send all notices of any regular, special, or rescheduled meeting to any individual requesting to be placed on a mailing list as provided by N.J.S.A. 10:4-19 and upon the prepayment of a fee of \$50.00 per year. Such requests for notices under this resolution shall terminate at midnight on June 30th of each school year. Notices requested by the news media shall be mailed to such news media free of charge;
5. That the regular meetings of the Cherry Hill Board of Education during the period of July 2015 through June 2016 shall be as listed below.

BOARD WORK SESSION

May 12, 2015

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 2015</u> | <u>Location</u> | <u>Date 2016</u> | <u>Location</u> |
|-------------------------|------------------------|-------------------------|------------------------|
| July 28 | Malberg | January 26 | Malberg |
| August 25 | Malberg | February 23 | Malberg |
| September 29 | Malberg | March 29 | Malberg |
| October 20 | Malberg | April 26 | Malberg |
| November 24 | Malberg | May 24 | Malberg |
| December 22 | Malberg | June 24 | Malberg |

Organization Meeting will be held on January 5, 2016

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 2015</u> | <u>Location</u> | <u>Date 2016</u> | <u>Location</u> |
|-------------------------|------------------------|-------------------------|------------------------|
| July - none | Malberg | January 12 | Malberg |
| August 11 | Malberg | February 9 | Malberg |
| September 8 | Malberg | March 8 | Malberg |
| October - none | Malberg | April 12 | Malberg |
| November 10 | Malberg | May 10 | Malberg |
| December 8 | Malberg | June 14 | Malberg |

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

E. BANK ACCOUNTS

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 12, 2015

B. BUSINESS AND FACILITIES

E. 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 12, 2015

B. BUSINESS AND FACILITIES

E. 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 12, 2015

B. BUSINESS AND FACILITIES

E. BANK ACCOUNTS - continued

10. Petty Cash Account

It is recommended that the Business Administrator be authorized to open petty a cash account as described below in the amount of \$3,850.00 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 | \$200 | Director | General |

BOARD WORK SESSION

May 12, 2015

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, 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 Beneficial 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 Beneficial 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 12, 2015

B. BUSINESS AND FACILITIES

F. 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 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 12, 2015

B. BUSINESS AND FACILITIES

G. TAX RECEIPT SCHEDULE

| <u>Month and Day Payable</u> | <u>General Fund</u> | <u>Debt Service</u> |
|--------------------------------------|-----------------------|---------------------|
| July 10, 2015 | 6,630,730.30 | |
| July 24, 2015 | 6,630,730.30 | |
| August 3, 2015 | | 1,000,000.00 |
| August 7, 2015 | 13,261,460.58 | |
| September 11, 2015 | 13,261,460.58 | |
| October 9, 2015 | 13,261,460.58 | |
| November 13, 2015 | 13,261,460.58 | |
| December 11, 2015 | 13,261,460.58 | |
| | <hr/> | <hr/> |
| Total July through December, 2015 | 79,568,763.50 | 1,000,000.00 |
| January 8, 2016 | 13,261,460.59 | |
| February 1, 2016 | | 1,796,392.00 |
| February 12, 2016 | 13,261,460.59 | |
| March 11, 2016 | 13,261,460.58 | |
| April 8, 2016 | 13,261,460.58 | |
| May 13, 2016 | 13,261,460.58 | |
| June 10, 2016 | 13,261,460.58 | |
| | <hr/> | <hr/> |
| Total January through June, 2016 | 79,568,763.50 | 1,796,392.00 |
| TOTAL 2015-2016 YEAR | <u>159,137,527.00</u> | <u>2,796,392.00</u> |

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

ITEM 1. FINANCIAL REPORTS

a) **BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR MARCH 2015**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of March 31, 2015 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, 2015 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 2015**

It is recommended that the 2014/2015 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 2015**

It is recommended that the Operating Statement for Cherry Hill Food Services for the months ending March 2015 be accepted as submitted.

d) **SACC FINANCIAL REPORT FOR MARCH 2015**

It is recommended that the Financial Report for the Cherry Hill School Age Child Care Program for the months of March 2015 be accepted as submitted.

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

ITEM 1. FINANCIAL REPORTS

e) DISBURSEMENT OF FUNDS

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

f) APPROVAL OF BILL LIST

It is recommended that the bill list dated _____, 2015 in the amount of \$ _____ be approved as submitted.

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

ITEM 2. RESOLUTIONS

a) **RESOLUTION AUTHORIZING THE USE OF AWARDED VENDORS THROUGH STATE CONTRACT**

WHEREAS, the Cherry Hill Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State Contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Cherry Hill Board of Education has the need on a timely basis to purchase goods and services utilizing State Contracts; and

WHEREAS, the Cherry Hill Board of Education may enter into contracts with the referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State Contracts.

NOW, THEREFORE, BE IT RESOLVED, the Cherry Hill Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors as listed below for the remainder of the 2014/2015 school year and the 2015/2016 school year pursuant to all conditions of the individual State Contracts; and

BE IT FURTHER RESOLVED, that James J. Devereaux, Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and

BE IT FURTHER RESOLVED, that the expiration date of the contracts between the Cherry Hill Board of Education and the referenced State Contract Vendors not to exceed the amounts stated shall be as follows:

| <u>Contract Number</u> | <u>Vendor</u> | <u>Commodity/ Service</u> | New Jersey State <u>Contract Expiration Date</u> | <u>Amount Not to Exceed</u> |
|------------------------|---------------|--|---|-----------------------------|
| 886779 | EB Fence, LLC | Fence: chain link, rock fall, wooden, vinyl and ornamental (install & replace) | 4-30-18 | \$50,000 |

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

ITEM 2. RESOLUTIONS

b) SCHOOL BUS EMERGENCY EVACUATION SECOND DRILLS REPORT

| SCHOOL | DATE & TIME | SCHOOL LOCATION | ROUTES | WALKERS | PRINCIPAL / SUPERVISOR |
|----------------------------|----------------------|-------------------------|---|-----------------|-----------------------------|
| Alternative High School | 1/23/15 2:00PM | 45 Ranoldo Terrace | AV1-6, | All Transported | Mr. Riordan |
| High School East | 4/15/15 6:50AM | 1750 Kresson Road | E1-32, EW1-7, CHV23 | | Mr. Hulme |
| High School West | 4/22/15 7:05AM | 2101 Chapel Avenue | W2,W3,WE1,WE2,WE3,WE4, W6,W8,W16,W1,W4,W5,W7,W9,W10-W15,CHV65-69 | | Ms. Gendelman |
| Beck Middle School | 4/2/15 8:05AM | 950 Cropwell Road | B1-19, CHV2-5,25 | | Mr. Deo |
| Carusi Middle School | 4/15/15 7:50AM | 315 Roosevelt Drive | C1-20, CHV6-14 | | Dr. Cafagna |
| Rosa Middle School | 4/28/15 7:50AM | 485 Browning Lane | R1-21, CHV10,22,24,74 | | Mr. Heller |
| Barclay Pre-School | 4/23/15 9AM & 1PM | 1220 Winston Way | BCV-3,4,5,8,10-19,28,29, BCV-7,9,20,22-27 | | Ms. Rockhill |
| Barton Elementary School | 4/21/15 9:15AM | 223 Rhode Island Avenue | CB1-8, CHV26 | | Ms. Badtorff, Mr. Sweeny |
| Cooper Elementary School | 4/16/15 9:15AM | 1960 Greentree Road | JC1-2, CHV15-20, JCK1-2 | Yes | Ms. Price |
| Harte Elementary School | 4/17/15 8:45AM | 1909 Queen Ann Drive | BH1-4, CHV13,34,35,36,37 | | Ms. Race |
| Johnson Elementary School | 4/21/15 9:00AM | 500 Kresson Road | JJ1-10, CHV28-33 | Yes | Mr. Gallagher |
| Kilmer Elementary School | 4/14/15 8:45AM | 2900 Chapel Avenue | JK1-7 | Yes | Ms. Tiernan |
| Kingston Elementary School | 4/23/15 8:45AM | 320 Kingston Road | CHV38-43, KG1, KG2 | | Mr. Marble |
| Knight Elementary School | 4/21/15 9:00AM | 140 Old Carriage Road | RK1-6, CHV44-48 | | Mr. Park |

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

ITEM 2. RESOLUTIONS

b) SCHOOL BUS EMERGENCY EVACUATION SECOND DRILLS REPORT continued

| SCHOOL | DATE & TIME | SCHOOL LOCATION | ROUTES | WALKERS | PRINCIPAL / SUPERVISOR |
|-----------------------------|---------------------|-------------------------------|---------------------------------|---------|-----------------------------|
| Mann Elementary School | 4/17/2015 9:00AM | 150 Walt Whitman Boulevard | HM1-5, CHV49-52 | Yes | Ms. Dalal |
| Paine Elementary School | 4/17/15 8:30AM | 4001 Church Road | TP1-8, CHV53-56 | | Ms. Wallin, Ms. Di Giovanni |
| Sharp Elementary School | 4/15/15 8:40AM | 300 Old Orchard Road | JS2-5, CHV57-62 | | Mr. Miscioscia |
| Stockton Elementary School | 4/16/15 8:40AM | 200 Wexford Drive | RS1-9, CHV63-64, CHV76-77, BCV6 | Yes | Ms. Woodruff |
| Woodcrest Elementary School | 4/16/15 8:45AM | 400 Cranford Drive | WC1-6, CHV72, CHV73 | | Ms. Close |

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

ITEM 3. RESOLUTION FOR THE AWARD OF BIDS

- a) #GENSE-050515 – BUS ROUTES, REGULAR, SPECIAL AND ESY (5-5-15)
- b) #BLEAC-051215 – VISITOR GRANDSTAND ALTERATIONS AND RELATED WORK AT WEST SPORTS COMPLEX (5-12-15)
- c) #GENER-051215 – EMERGENCY GENERATOR AND EXIT AND EMERGENCY LIGHTING REPLACEMENT AT VARIOUS LOCATIONS (5-12-15)
- d) #HARTE-051215 – ROOF REPLACEMENT AND RELATED WORK AT BRET HARTE ELEMENTARY SCHOOL (5-12-15)
- e) #RWALL-051215 – EXTERIOR WALL RENOVATIONS AND RELATED WORK PHASE II AT ROSA INTERNATIONAL MIDDLE SCHOOL (5-12-15)
- f) #EWALL-051915 – PARTIAL EAST GYM LOCKER ROOM/MECHANICAL MEZZANINE WALL RECONSTRUCTION AND RELATED WORK (5-12-15)

INFORMATION TO BE READY FOR ABOVE BIDS FOR ACTION
MEETING PENDING REVIEW.

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

ITEM 4. RESOLUTION FOR THE AWARD OF CHANGE ORDERS

- a) #DERPP-031414 – DISTRICT EQUIPMENT REPLACEMENT PROJECT
(3-14-14)

INFORMATION:

Board approval is requested for Change Order 004 to be issued to Worth & Company, Inc., Pipersville, PA to reduce the unexpended allowance (deduct) \$193,445.00.

RECOMMENDATION:

It is recommended that Change Order 004 to reduce the unexpended allowance (deduct) \$193,445.00 be issued to Worth & Company, Inc., Pipersville, PA.

Original PO #14-06522

Account Code: 30 000 400 450 99 9200

- b) #BGFLR-101714 – GYMNASIUM FLOOR REPLACEMENT AT BECK
MIDDLE SCHOOL (10-17-14)

INFORMATION TO BE READY FOR ACTION AGENDA.

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

ITEM 5. RESOLUTION FOR THE AWARD TRANSPORTATION

- a) ROUTE #Q-CKP – JOYCE KILMER & THOMAS PAINE ELEMENTARY SCHOOLS – MCKINNEY VENTO, CAMDEN AND DCP&P, HADDON HEIGHTS

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 one (1) McKinney Vento and one (1) DCP&P student from Camden and Haddon Heights to/from Joyce Kilmer Elementary School and Thomas Paine Elementary School as listed below.

Route: Q-CKP

School: Joyce Kilmer Elementary School & Thomas Paine Elementary School

Company: Holcomb Bus Service, Inc.

Date(s): 4/30/15 thru 6/19/15

Cost per diem: \$269.00

Total # of days: (36) Thirty-six

Total Cost: \$9,684.00

PO #15-07028

Account Code: 11-000-270-511-83-0001

- b) ROUTE #NH-X3 – NEW HOPE ACADEMY, YARDLEY, PA

It is recommended that prior administrative approval be ratified for T&L Transportation, Inc. to transport (1) one classified student on a shuttle from school to home as listed below.

Route: NH-X3 / Shuttle

School: New Hope Academy, Yardley, PA

Company: T&L Transportation Inc.

Date(s): 4/20/15 thru 6/16/15

Cost per diem: \$149.00

Total # of days: (40) Forty

Total Cost: \$5,960.00

PO #15-07043

Account Code: 11-000-270-514-83-0001

BOARD WORK SESSION

May 12, 2015

B. BUSINESS AND FACILITIES

ITEM 6. RESOLUTION FOR THE AWARD OF REQUEST FOR PROPOSALS

a) #CHSIS-040115 – STUDENT INFORMATION SYSTEM (4-1-15)

INFORMATION TO BE READY FOR ACTION MEETING PENDING REVIEW.

ITEM 7. RESOLUTION FOR APPROVAL OF ATHLETIC FIELD LEASE AGREEMENT WITH TOWNSHIP OF CHERRY HILL

Resolved, that the Board of Education approves the lease agreement between the Board and the Township of Cherry Hill for certain athletic fields adjacent to Cherry Hill High School West, on file in the office of the Assistant Superintendent-Business, subject to approval of the final form of same by the Board Solicitor, and authorizes its President and Secretary to execute the lease upon such approval.

ITEM 8. ACCEPTANCE OF DONATIONS

| <u>SCHOOL</u> | <u>DONATION</u> | <u>GROUP OFFERING DONATION</u> | <u>VALUE</u> |
|--|--|--|--------------|
| Beck MS - <i>tentative</i> | Monetary – Environmental Grant | SCA Americas Grant | \$4,820 |
| Cooper ES – <i>tentative</i> | Monetary – Recyclable Lunch Trays & Support Outdoor Learning Space | Recycle Bank | \$3,000 |
| Cooper ES – <i>tentative</i> | Monetary – Life Science Learning Garden with Planting Beds and Paver Area | Salvatore DeFrancesco, BSA Troop 170 | \$ 549 |
| Harte ES | Monetary – To Support Outdoor Classroom | Recycle Bank | \$3,000 |
| District | Monetary – Mt. Misery Program | Cherry Hill Education Foundation and TD Bank through the TD Bank Charitable Foundation* | \$5,000 |
| District | T-Shirts for District Star Games | Cherry Hill Education Foundation | \$1,958 |
| *Unexpended funds will be returned to Cherry Hill Education Foundation | | | |

BOARD WORK SESSION

May 12, 2015

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. Leave of Absence—Certificated
6. Leave of Absence—Non-Certificated
7. Other Compensation—Certificated
8. Other Motions
9. Approval of Job Descriptions

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> |
|---------------|-------------------------------------|-----------------------|---------------|
| Anita Balabon | Cooper-Teacher Coach (\$111,166) | 7/01/15 | Retirement |

BOARD WORK SESSION

May 12, 2015

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> |
|----------------|---|-----------------------|---------------|
| Cecelia Rosado | Malberg-Administrative Assistant (\$66,752) | 12/01/15 | Retirement |

ITEM 3. APPOINTMENTS—CERTIFICATED

(a) Substitute Teachers/Nurses

RECOMMENDATION:

Be it resolved that that the persons listed be approved as a substitute teacher/nurse for the 2014-15 school year effective 5/27/15-6/30/15. 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> |
|--|----------------------|
| Allison Peters (educational assistant) | Ariel Pappas (nurse) |

(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> |
|----------------|---------------------------|------------------------|-------------------------------------|
| Lauren Poliero | Rider | 1/25/15-5/05/15 | Jennifer Taylor/Lisa Jackson-Barton |
| Emma Officer | Rutgers | 10/26/15-12/11/15 | Joyce Humpert-Nece-/Carusi |
| Kathleen Coyne | University of the Arts | 10/20/15-12/18/15 | Rachel Siegel/CHHS West |

BOARD WORK SESSION

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED – continued

(c) Clinical Experience

RECOMMENDATION:

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

| <u>Name</u> | <u>College/University</u> | <u>Effective Dates</u> | <u>Cooperating Teacher/School</u> |
|-----------------|---------------------------|------------------------|--|
| Ryan Cullen | Rowan | 10/26/15-12/18/15 | Richard Beckman/Harte |
| Rodrigo Giraldo | Wilmington | 9/01/15-1/06/16 | Peggy Hager/CHHS East |
| Brian Wright | Rowan | 9/01/15-10/19/15 | Allison Staffin/CHHS West (Assistant Principal) |

(d) Practicum Experience

RECOMMENDATION:

Be it resolved that the persons 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> |
|------------------|---------------------------|------------------------|-----------------------------------|
| Lindsay Shulman | Wilmington | 9/01/15-12/18/15 | Janene Fiore-Malone/Cooper |
| Jamie Marcucilli | Rowan | 9/01/15-12/18/15 | June Harden/Sharp |

(e) Environmental Education Residency Program

RECOMMENDATION:

Be it resolved that the persons listed be approved to participate in the Environmental Education Residency Program effective 10/15/15 through 6/01/16 at the per diem rate of *\$258.70 (1/187 of teachers starting salary) from Tuesday through Thursday and \$75.00 for Friday.

Teachers

| <u>Name</u> | <u>Name</u> | <u>Name</u> |
|--------------|-----------------|----------------|
| Linda Ascola | Cliff Ireland | John McCormick |
| Norma Carter | Donald Brubaker | Elaine Bryan |

*Per diem rate to be adjusted pending outcome of negotiations between the Cherry Hill BOE and CHEA

BOARD WORK SESSION

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED – continued

(e) Environmental Education Residency Program - continued

Teachers

Name

Name

Name

Ronald Roberts

William Robertson

George Patton

Nurses

Name

Name

Name

Susanne Pizzutilla

Deborah Fritz

Kathleen Linnehan

*Per diem rate to be adjusted pending outcome of negotiations between the Cherry Hill BOE and CHEA

(f) Title I Planning Meeting

RECOMMENDATION:

Be it resolved that the persons listed be approved for Title I Planning Meeting at Carusi Middle School effective 5/01/15-5/15/15 at the rate of *\$35.71/hr (not to exceed \$500). Monies budgeted from account #20-233-101-45-0101.

Name

Name

Rosemarie Blumenstein

Rachel Solomon

Benjamin Acquesta

Nina Anastasia

Lucia Ibanez

Jamie Grenier

Larissa Kohler

Opal Minio

Christie Robertson

Lisa Schoen

Michelle Mader

Michelle Corona

Paula Antonelli

*Hourly rate to be adjusted pending outcome of negotiations between the Cherry Hill BOE and CHEA

BOARD WORK SESSION

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED – continued

(g) AP Exams

RECOMMENDATION:

Be it resolved the persons listed be approved to proctor AP exams on 5/04/15-5/14/15 in accord with the data presented.

CHHS East-budget #11-190-100-106-66-0104

| <u>Name</u> | <u>Assignment</u> | <u>Stipend Amount</u> |
|------------------|--------------------------|-----------------------|
| Margaret Regan | AP Coordinator | \$4600 |
| Carly Friedman | Assistant AP Coordinator | \$1540 |
| Letitia Schuman | AP Proctor | \$ 250 |
| Cathleen Enderle | AP Pre Administration | \$ 450 |
| Darren Gamel | AP Proctor | \$ 250 |
| Tracye Walsh | AP Proctor | \$ 250 |
| Roberto Figueroa | AP Proctor | \$ 250 |
| Eileen Lynch | AP Proctor | \$ 250 |
| Laurie Grossman | AP Proctor | \$ 250 |
| Yolanda McLain | AP Proctor | \$ 250 |

CHHS West-budget #11-190-100-106-66-0104

| <u>Name</u> | <u>Assignment</u> | <u>Stipend Amount</u> |
|------------------|--------------------------|-----------------------|
| Melissa Franzosi | AP Coordinator | \$2800 |
| Cigus Vanni | Assistant AP Coordinator | \$ 300 |
| Lisa Saffici | AP Proctor | \$ 800 |
| Nicholas Caputi | AP Proctor | \$ 250 |
| Michelle Pryor | AP Proctor | \$ 250 |
| Maggie Strimel | AP Proctor | \$ 250 |
| Brittany Gibbs | AP Proctor | \$ 250 |
| Cynthia Snowden | AP Proctor | \$ 250 |
| Kiesha Nelson | AP Proctor | \$ 250 |

(h) Overnight Washington Trip

RECOMMENDATION:

Be it resolved that Andrea Gurst, substitute nurse be approved to attend the overnight trip to Washington, D.C. with the Beck Middle School students on 6/03/15-6/04/15 at the rate of \$240/day for 6/03/15-6/04/15. Monies budgeted from account #11-000-213-104-98-0150.

BOARD WORK SESSION

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED – continued

(i) Overnight Washington Trip

RECOMMENDATION:

Be it resolved that Barbara Kase-Avner, nurse at Beck Middle School be approved to attend the overnight trip to Washington, D.C. with the Beck Middle School students on 6/03/15-6/04/15 at the per diem rate of *\$258.70 (1/187 of teachers starting salary) for Wednesday 6/03/15 and Thursday 6/04/15.

*Per diem rate to be adjusted pending outcome of negotiations between the Cherry Hill BOE and CHEA

(j) Summer Counseling

RECOMMENDATION:

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

CHHS East – Budget #11-000-218-104-50-0101

| <u>Name</u> | <u>Not to Exceed</u> | <u>1/200th of Salary*</u> |
|-------------|----------------------|--------------------------------------|
| | | 7/01/15-8/29/15 |

| | | |
|--------------------|--------|----------|
| Mollie Crincoli | 2 days | \$458.67 |
| Cathleen Enderle | 4 days | \$285.00 |
| Eileen Lynch | 4 days | \$518.46 |
| Letitia Schuman | 4 days | \$334.21 |
| Carly Friedman | 4 days | \$294.72 |
| Tracye Walsh | 4 days | \$367.40 |
| Viney McClain | 4 days | \$417.75 |
| Roberto Figueroa | 5 days | \$294.15 |
| Darren Gamel | 5 days | \$485.85 |
| Margaret Regan | 6 days | \$505.30 |
| Jennifer DiStefano | 7 days | \$407.45 |

*1/200th salary to be adjusted pending outcome of negotiations between the Cherry Hill BOE and CHEA

BOARD WORK SESSION

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED – continued

(j) Summer Counseling - continued

CHHS West – Budget #11-000-218-104-55-0101

| <u>Name</u> | <u>Not to Exceed</u> | <u>1/200th of Salary*</u> 7/01/15-8/29/15 |
|-------------|----------------------|---|
|-------------|----------------------|---|

| | | |
|------------------|--------|----------|
| Mollie Crincoli | 2 days | \$458.67 |
| Nicholas Caputi | 4 days | \$285.00 |
| Margaret Strimel | 4 days | \$271.84 |
| Francis Vanni | 4 days | \$476.79 |
| Melissa Franzosi | 4 days | \$279.86 |
| Brittany Gibbs | 4 days | \$271.45 |
| Lisa Saffici | 5 days | \$297.01 |
| Michelle Pryor | 6 days | \$505.30 |

*1/200th salary to be adjusted pending outcome of negotiations between the Cherry Hill BOE and CHEA

(k) Summer Program Scheduling

RECOMMENDATION:

Be it resolved that the persons listed be approved for summer scheduling at the rate of *\$13.86/hour in accord with the data presented.

CHHS East-Budget #11-000-218-104-50-0101

| <u>Name</u> | <u>Effective Dates</u> | <u>Total Hours</u> (not to exceed) |
|----------------|------------------------|---------------------------------------|
| Carly Friedman | 7/01/15-8/29/15 | 200 |
| Paul Koester | 7/01/15-8/29/15 | 100 |

CHHS West-Budget #11-000-218-104-55-0101

| <u>Name</u> | <u>Effective Dates</u> | <u>Total Hours</u> (not to exceed) |
|------------------|------------------------|---------------------------------------|
| Lisa Saffici | 7/01/15-8/29/15 | 200 |
| Paul Koester | 7/01/15-8/29/15 | 100 |
| Margaret Strimel | 7/01/15-8/29/15 | 100 |

*Hourly rate to be adjusted pending outcome of negotiations between the Cherry Hill BOE and CHEA

BOARD WORK SESSION

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 4. APPOINTMENTS—NON-CERTIFICATED

(a) Dietetic Internship

RECOMMENDATION:

Be it resolved that Corie Adamucci, student at Montclair State be approved for a Dietetic Internship for a School Foodservice Rotation effective 6/02/15-6/12/15 with Richard Reale, General Manager and Susan DiMaggio, Registered Dietitian as the cooperating Aramark Employees.

(b) AP Exams

RECOMMENDATION:

Be it resolved that the persons listed be approved as clerical assistants for AP exams effective 5/04/15-5/14/15. Monies budgeted from account #11-190-100-106-66-0104.

| <u>Name</u> | <u>Assignment</u> | <u>Stipend Amount</u> |
|-------------|---------------------------------|-----------------------|
| Carol Cook | AP Clerical Assistant/CHHS East | \$650 |
| Donna Kane | AP Clerical Assistant/CHHS West | \$400 |

(c) Summer Program Scheduling

RECOMMENDATION:

Be it resolved that the persons listed be approved for summer scheduling at the rate of *\$13.86/hour in accord with the data presented.

CHHS East-Budget #11-000-218-104-50-0101

| <u>Name</u> | <u>Effective Dates</u> | <u>Total Hours</u> (not to exceed) |
|-----------------|------------------------|---------------------------------------|
| Sharon Wames | 7/01/15-8/29/15 | 50 |
| Barbara Morrone | 7/01/15-8/29/15 | 75 |

BOARD WORK SESSION

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

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> |
|-------------------|-----------------------------|--|
| Tara Orsini | Sharp-Grade 1 | Leave with pay 4/27/15-5/08/15 |
| Shauna McAdam | Beck-Special Education | Leave with pay 1/207/15-2/27/15 a.m.; without pay 2/27/15 p.m.- 6/30/15 (revised for dates) |
| Leslie Sacharow | Barclay-Special Education | Leave without pay 4/14/15-until a determination is made regarding a return to work date |
| Juliane Lane | Beck-Guidance | Leave with pay 8/31/15-9/25/15; without pay 9/28/15-2/24/16 |
| Lisa Aleardi | CHHS West-Math | Leave with pay 3/12/15-5/08/15 (leave extended) |
| Rachel Fiore | Cooper-Grade 4 | Leave with pay 4/06/15-6/11/15; without pay 6/12/15-6/30/15; without pay 8/31/15-12/18/15 |
| Melissa Gallagher | Knight-LDT-C | Leave without pay 3/09/15-until a determination is made regarding a return to work date |
| Diana Polito | Barclay-Special Education | Leave with pay 1/26/15-2/26/15 a.m.; without pay 2/26/15 p.m.- 6/30/15; without pay 8/31/15- 10/30/15 (revised for dates) |
| Thomas Howard | CHHS East-Social Studies | Leave without pay 10/05/15-1/01/16 |
| Heather Esposito | CHHS West-English | Leave without pay 8/31/15-2/04/16 |
| Wendy Wong | Mann-Grade 5 | Leave with pay 4/03/15-5/29/15; without pay 6/01/15-6/30/15 |
| Lynne Catarro | CHHS West-Special Education | Leave with pay 4/01/15-5/06/15 (revised for dates) |
| Meghan Mikulski | CHHS East-Social Studies | Leave with pay 5/07/15-6/04/15; without pay 6/05/15-6/30/15; without pay 8/31/15-10/30/15 |
| Lindsay Lombardi | Harte/Knight-Health & P.E. | Leave with pay 5/13/15-5/14/15; without pay 5/15/15-5/18/15 |

BOARD WORK SESSION

May 12, 2015

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> |
|-------------------------|--------------------------------|--|
| Ruth Guerrier | Stockton-Educational Assistant | Leave with pay 4/13/15-4/27/15; without pay 4/28/15-until a determination is made regarding a return to work date |
| Jessica French | Cooper-Teacher, SACC | Leave without pay 5/07/15-5/11/15 |
| Carol Frelick | Stockton-Educational Assistant | Leave with pay 3/30/15-4/28/15 |
| Estelle DeLellis | Barton-Educational Assistant | Leave with pay 2/11/15-4/28/15 |
| Anibal Rivera | Woodcrest-Cleaner | Leave without pay 2/09/15-until a determination is made regarding a return to work date |
| Samuel Lopez- Nieves | Barton-Lead Cleaner | Leave without pay 4/27/15-5/08/15 |
| Maxy Kazandjian | Mann-Educational Assistant | Leave without pay 5/10/15-6/30/15 |

ITEM 7. OTHER COMPENSATION

(a) Payment to Presenters

RECOMMENDATION:

Be it resolved that the persons listed be approved to facilitate professional development sessions on approved topics on 6/23/15 at the rate of at the rate of *\$53.56/hr (not to exceed \$7,391.28). Monies budgeted from account Title IIA #20-275-200-101-99-0101.

| <u>Name</u> | <u>Name</u> |
|--------------------|---------------------|
| Nancy Paley | Lynn Kizpolski |
| Kristen Hildebrand | Patrick McHenry |
| Emily Cajigas | Jeanine Caplan |
| Jennifer Foltz | Paula Pennington |
| Linda Patterson | Kim Laskey |
| Jennifer Sedlock | Lufti Sariahmed |
| Amanda Squillace | Jacqueline Thompson |

BOARD WORK SESSION

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 7. OTHER COMPENSATION - continued

(a) Payment to Presenters - continued

Name

Name

Cynthia O'Reilly

Kim Pennock

Susan Roussilhes

Christy Marrella

Heather Esposito

Nora Smaldore

Karen Russo

Thomas DiPatri, Jr.

Sarina Hoell

*Hourly rate to be adjusted pending outcome of negotiations between the Cherry Hill BOE and CHEA

ITEM 8. OTHER MOTIONS

(a) Approval of Employee Assistance Program

BE IT RESOLVED, that the letter of renewal dated 3/26/15 of the Employee Assistance Program – Employer Services Agreement between Rutgers University Behavioral Healthcare EAP and the Cherry Hill Public Schools in the amount of \$46,123.78 be approved as presented. P.O. #16-00132.

(b) Affiliation Agreements

WHEREAS, the Cherry Hill Board of Education has entered into an agreement with the Colleges and Universities to which students provided services at no charge to the Board of Education and under the supervision of Board of Education personnel; and

WHEREAS, parties desire to continue that arrangement for the 2015-16 school year;

NOW, THEREFORE, BE IT RESOLVED that the Business/Board Secretary is authorized to execute the Agreement with the Colleges and Universities which is available for review in the Human Resources office.

It is further recommended that the affiliation agreements received for practicum, field placement, student teacher, clinical experience, observation and internship between the following college and universities and Cherry Hill Public Schools be approved.

Name

Name

Montclair State University

Stockton University School of Health Services

BOARD WORK SESSION

May 12, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 9. APPROVAL OF REVISED JOB DESCRIPTIONS

(a) Revised Job Descriptions

Be it resolved that the revised job descriptions listed be approved as presented effective 5/27/15.

- Coordinator, School Age Child Care
- Director of Security

BOARD WORK SESSION

May 12, 2015

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. Waiver of Procedure F-3: Secondary Field Trips
2. Approval of Harassment/Intimidation/Bullying Investigation Decisions

ITEM 1. WAIVER OF PROCEDURE F-3: SECONDARY FIELD TRIPS

RECOMMENDATION:

It is recommended that the procedure be waived to accommodate the trip listed below.

| School | Trip | Location | Dates | # School Days Missed |
|---------------|----------------------------|-----------------|--------------|-----------------------------|
| Beck | 8 th grade trip | Washington, DC | 6/3-6/4/15 | 2 |

ITEM 2. 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:

| <u>Incident Report No.</u> | <u>Board Determination</u> | <u>Incident Report No.</u> | <u>Board Determination</u> |
|----------------------------|----------------------------|----------------------------|----------------------------|
| 14-15:479 | | 14-15:518 | |
| 14-15:480 | | 14-15:520 | |
| 14-15:485 | | 14-15:524 | |
| 14-15:490 | | 14-15:527 | |
| 14-15:502 | | 14-15:14 | |
| 14-15:505 | | 14-15: | |
| | | 14-15: | |

BOARD WORK SESSION

May 12, 2015

E. STRATEGIC PLANNING

- **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