

CHERRY HILL PUBLIC SCHOOLS
Cherry Hill, New Jersey

EXECUTIVE SESSION

Malberg Administration Bldg.

February 10, 2015 @ 6:30 P.M.

AGENDA

Student Matters

Human Resources Matters

Legal Matters

CHERRY HILL PUBLIC SCHOOLS
Cherry Hill, New Jersey

SPECIAL ACTION AGENDA

Malberg Administration Building – Board Room
February 10, 2015
7:00 PM

Meeting called to order by - _____

ROLL CALL

Mrs. Carol Matlack, President
Mr. Elliott Roth, Vice President
Mrs. Sherrie Cohen
Dr. J. Barry Dickinson
Mr. Eric Goodwin
Mrs. Colleen Horiates
Mrs. Kathy Judge
Mr. Steven Robbins
Mrs. Lisa Saidel

Student Representatives to the Board of Education

Adel Boyarsky, H.S. East
Sam Amon, H.S. East Alternate
Katelyn Corris, H.S. West
Alexa Chiaro, H.S. West Alternate

Dr. Maureen Reusche, Superintendent
Mr. James Devereaux, Assistant Superintendent, Business/Board Secretary
Dr. Joseph Meloche, Assistant Superintendent, Pre-K – 12
Dr. Farrah Mahan, Director of Curriculum
Ms. LaCoyya Weathington, Director of Pupil Services
Ms. Nancy Adrian, Director of Human Resources
Mr. Donald Bart, Director of Support Operations
Mrs. Barbara Wilson, Public Information Officer

Mr. Paul Green – Board Solicitor

Pledge of Allegiance
Public Discussion (up to three minutes per person)
Action Agenda

SPECIAL ACTION AGENDA
February 10, 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 AGENDA

February 10, 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 Agreements for 2014-2015 school year under \$17,500

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	Edward Klitz Cooper	DCF required meeting for School Linked Services Programs, New Brunswick, NJ	2/11/15	\$32.53 Mileage General Funds
B	Karen Rockhill	DCF required meeting for School Linked Services Programs, New Brunswick, NJ	2/11/15	\$32.53 Mileage General Funds
C	Jim Devereaux Central	Government Finance Officers Conference, Philadelphia, PA	5/29-30, 2015 6/1-2, 2015	\$885.00 Registration General Funds

SPECIAL ACTION AGENDA

February 10, 2015

A. CURRICULUM & INSTRUCTION

ITEM 2. 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)*.

Occupational Therapy Associates of Princeton, LLC (OTAP)
To provide Occupational Therapy Services for the 2014-2015 school year
Amount not to exceed \$12,000
11-000-216-320-71-0001
PO #15-05952

Spectrum Diversity, LLC
Paula C. Rodriguez Rust, PhD
To provide Customized Cultural Proficiency Consulting Services
Amount not to exceed \$6,000
11-000-223-320-66-0001
PO #15-06118

Motion _____ Second _____ Vote _____

SPECIAL ACTION AGENDA

February 10, 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 February 10, 2015 in the amount of \$1,623,294.65 be approved as submitted.

Motion: _____ Second: _____ Vote: _____

SPECIAL ACTION AGENDA

February 10, 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. Assignment/Salary Change—Non-Certificated

ITEM 1. TERMINATION OF EMPLOYMENT-CERTIFICATED

(a) Resignations

RECOMMENDATION:

It is recommended 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>
Debra Maggi-Thomas	Barton-Speech/Language Therapist (\$99,000)	7/01/15	Retirement
Patricia Sharpley	CHHS West-Special Education (\$93,048)	7/01/15	Retirement
Tara Bacani	Carusi-Special Education (\$61,223)	3/24/15	Personal

SPECIAL ACTION AGENDA

February 10, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. TERMINATION OF EMPLOYMENT-NON-CERTIFICATED

(a) Resignations

RECOMMENDATION:

It is recommended 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>
Ashley Dixon	Knight-Teacher II, SACC	2/09/15	Personal

(b) Termination of Employment

RECOMMENDATION:

It is recommended that employee #12023 be terminated effective 2/11/15 for reasons on file in the office of Human Resources.

ITEM 3. ASSIGNMENT/SALARY CHANGE—NON-CERTIFICATED

(a) Reassignment

RECOMMENDATION:

It is recommended that the person listed be approved for a reassignment for the 2015-16 school year.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>	<u>Salary</u>
Thomas Carter	Malberg-Purchasing Manager (budget # 11- 000-251-100-90-0100)	Marlkress-Director of Operation and Facilities (Replacing M. Fernandez-Obregon- budget #11-000-261- 100-86-0100)	7/01/15-6/30/16	\$115,000

Motion _____ Second _____ Vote _____

SPECIAL ACTION AGENDA

February 10, 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: February 5, 2015

To: Members, Board of Education

From: Dr. Maureen Reusche, Superintendent

AGENDA

EXECUTIVE SESSION 6:30 PM
SPECIAL ACTION MEETING—7:00 PM
BOARD WORK SESSION—Immediately following Special Action

February 10, 2015 - Malberg Board 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: Seth Klukoff

Administrative Liaison: James Devereaux

Committee Members: Kathy Judge, Carol Matlack

BOARD WORK SESSION

February 10, 2015

PRESENTATIONS

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

February 10, 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 Agreement for the 2014-2015 school year
3. Approval Out of District Student Placement 2014-2015
4. Approval of Services Contract with NJ Commission for the Blind and Visually Impaired 2014-2015
5. Approval of Summer Music Enrichment Program 2015
6. Resolution Approving Rider to Professional Services Agreement for the 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	Jeffrey Bruckner Camden Catholic HS	Best Strategies for Using iPads, Chromebooks, Phones and Mobile Learning Devices to Enhance Student Learning, Cherry Hill, NJ	3/20/15	\$215.00 Registration Title II Funds
B	Jeffrey Cordner Camden Catholic HS	Best Strategies for Using iPads, Chromebooks, Phones and Mobile Learning Devices to Enhance Student Learning, Cherry Hill, NJ	3/20/15	\$215.00 Registration Title II Funds

BOARD WORK SESSION

February 10, 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	Richard Henderson Camden Catholic HS	Best Strategies for Using iPads, Chromebooks, Phones and Mobile Learning Devices to Enhance Student Learning, Cherry Hill, NJ	3/20/15	\$215.00 Registration Title II Funds
D	Elizabeth Gallagher Camden Catholic HS	Best Strategies for Using iPads, Chromebooks, Phones and Mobile Learning Devices to Enhance Student Learning, Cherry Hill, NJ	3/20/15	\$215.00 Registration Title II Funds
E	Bridget Sipera Camden Catholic HS	Best Strategies for Using iPads, Chromebooks, Phones and Mobile Learning Devices to Enhance Student Learning, Cherry Hill, NJ	3/20/15	\$215.00 Registration Title II Funds
F	Christopher Erhmann Camden Catholic HS	Best Strategies for Using iPads, Chromebooks, Phones and Mobile Learning Devices to Enhance Student Learning, Cherry Hill, NJ	3/20/15	\$215.00 Registration Title II Funds

BOARD WORK SESSION

February 10, 2015

A. CURRICULUM & INSTRUCTION

ITEM 2. RESOLUTION APPROVING AGREEMENT FOR THE 2014-2015 SCHOOL YEAR

BETWEEN THE CHERRY BOARD OF EDUCATION AND ROWAN UNIVERSITY SCHOOL OF OSTEOPATHIC MEDICINE-DEPARTMENT OF PEDIATRICS FOR THE PROVISION OF SCHOOL PHYSICIAN SERVICES

WHEREAS, the Cherry Hill Board of Education (the "Board") has determined, based on the recommendation of its Superintendent, that it is necessary to retain the services of Rowan University School of Osteopathic Medicine-Department of Pediatrics ("Rowan") to provide school physician services effective January 1, 2015; and

WHEREAS, the Board has determined, based upon the recommendation of its Administration, that the award of a contract for such services is in the best interest of the District and that the award of a contract hereunder will continue to provide the highest quality services at a fair and competitive price; and

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

NOW, THEREFORE, BE IT RESOLVED, the Board hereby approves a professional services contract between the Board and Rowan for the term of January 1, 2015 through December 31, 2015, for a total amount not to exceed Eighteen Thousand Two Hundred Sixteen Dollars (\$18,216) for the provision of school physician services; and be it

FURTHER RESOLVED, that the Board authorizes its President and Secretary to execute a professional services contract with Rowan upon final approval of the form of contract 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 Board of Education in accordance with the requirements of *N.J.S.A. 18A:18A-5(a)(1)*.

Account Number 11-000-213-320-71-0001

PO #15-01511

BOARD WORK SESSION

February 10, 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 February 2015 cycle. There are 4 submissions (including 1 transfer and 2 new contracts)

VENDOR	ID	TERM	RSY TUITION \$	RSY AIDE \$	TOTAL \$
Brookfield Academy (transfer)	2020956	11/25/14-6/30/15	34,625		34,625
Garfield Park Academy (new)	3016734	1/20/15-6/30/15	26,125		26,125
New Hope Academy (new)	3001635	1/5/15-6/12/15	23,859		23,859
YALE *	2020657	1/5/15-6/30/15		13,260	13,260

* Additional services (1:1 aide) previously board approved 9/23/14 P.O. 15-03623 revised amount \$58,815

ITEM 4. APPROVAL OF SERVICES CONTRACT WITH NJ COMMISSION FOR THE BLIND AND VISUALLY IMPAIRED 2014-15Encumbered under P.O. 15-01535

It is requested that the following Services Contract with NJ Commission for the Blind and Visually Impaired be submitted to the Board of Education for approval for the 2014-15 academic school year during the February 2015 cycle.

SCHOOL	SERVICE LEVEL	COST	DATES
Joyce Kilmer	1	\$ 1,010	1/12/15-6/30/15

ITEM 5. APPROVAL OF SUMMER MUSIC ENRICHMENT PROGRAM 2015

It is requested that the proposal for the Summer Music Enrichment Program 2015 be approved by the Board of Education during the February 2015 cycle as discussed at the C&I Committee Meeting on February 2, 2015.

BOARD WORK SESSION

February 10, 2015

A. CURRICULUM & INSTRUCTION

ITEM 6. RESOLUTION APPROVING RIDER TO PROFESSIONAL SERVICES AGREEMENT 2014-2015 SCHOOL YEAR

a) BETWEEN THE CHERRY HILL BOARD AND BAYADA HOME HEALTH CARE, INC, TO PROVIDE NURSING SERVICES

WHEREAS, effective July 1, 2014, the Board awarded a professional services contract to Bayada Home Health Care, Inc. ("Bayada") for the period July 1, 2014 to June 30, 2015 with a maximum expenditure for Bayada's services of \$280,500;

WHEREAS, the Board's Administration has determined that it is necessary to increase the total "not to exceed" amount required to provide essential nursing services and transportation as needed for the period July 1, 2014 to June 30, 2015 by \$22,000 to \$302,500; and

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

NOW, THEREFORE, BE IT RESOLVED, that the total expenditure for the services provided by Bayada for the period July 1, 2014 to June 30, 2015 shall not exceed Three Hundred and Two Thousand Five Hundred Dollars (\$302,500) with no change in existing rates, and be it

FURTHER RESOLVED, that the Board authorizes its President and Secretary to execute a Rider to the contract with Bayada, incorporating the above expenditure limitation into the contract.

P.O. 15-00292

Original amount \$280,500

Increase - \$22,000

Total amount not to exceed 302,500

11-000-217-320-71-0001

BOARD WORK SESSION

February 10, 2015

A. CURRICULUM & INSTRUCTION

ITEM 6. RESOLUTION APPROVING RIDER TO PROFESSIONAL SERVICES AGREEMENT 2014-2015 SCHOOL YEAR-CONTINUED

**b) BETWEEN THE CHERRY HILL BOARD OF EDUCATION
AND STARLIGHT HOME CARE AGENCY, INC. d/b/a STAR PEDIATRIC
HOME CARE, AGENCY FOR THE PROVISION OF NURSING SERVICES**

WHEREAS, effective September 1, 2014, the Cherry Hill Board of Education approved a professional services contract between the Board and Starlight Homecare Agency, Inc. d/b/a Star Pediatric Home Care Agency (hereinafter "Star Pediatric"), for the provision of nursing services and transportation as needed (the "Services") to specific District students for the period September 1, 2014 through June 30, 2015;

WHEREAS, due to an increased need for the Services, the Board must increase its expenditures by \$12,600 for the Services via Rider to the contract, increasing its expenditures under the contract from \$40,000 to \$52,600 for the 2014/2015 contract term, with no change to existing contract service rates; and

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

NOW, THEREFORE, BE IT RESOLVED, that the total expenditure for the Services provided by Star Pediatric for the 2014/2015 contract term shall not exceed Fifty-Two Thousand Six Hundred Dollars (\$52,600), with no change to existing contract service rates; and be it

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

P.O. 15-03440
Original \$40,000
Increase \$12,600
Total amount not to exceed \$52,600
11-000-217-320-71-0001

BOARD WORK SESSION

February 10, 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:

1. Financial Reports
2. Resolutions
3. Resolution for the Award of Bids
4. Resolution for the Award of Transportation
5. Acceptance of Donations

ITEM 1. FINANCIAL REPORTS

- a) BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR DECEMBER 2014
- b) LINE ITEM TRANSFER REPORTS FOR THE MONTH OF DECEMBER 2014
- c) FOOD SERVICE OPERATING STATEMENT FOR DECEMBER 2014
- d) SACC FINANCIAL REPORT FOR DECEMBER 2014
- e) DISBURSEMENT OF FUNDS
- f) APPROVAL OF BILL LIST

ITEM 2. RESOLUTIONS

- a) SPRING PLAY EXPENSE – HIGH SCHOOL EAST
- b) SPRING PLAY EXPENSE – HIGH SCHOOL WEST
- c) RESOLUTION AUTHORIZING THE USE OF CONTRACTS WITH APPROVED MIDDLESEX REGIONAL EDUCATIONAL SERVICES COMMISSION (MRESC)

ITEM 3. RESOLUTION FOR THE AWARD OF BIDS

- a) #GENTR-020315 BUS ROUTES – REGULAR EDUCATION (2-3-15)

ITEM 4. RESOLUTION FOR THE AWARD OF TRANSPORTATION

- a)

ITEM 5. ACCEPTANCE OF DONATIONS

BOARD WORK SESSION

February 10, 2015

B. BUSINESS AND FACILITIES

The Superintendent recommends the following:

ITEM 1. FINANCIAL REPORTS

a) **BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR DECEMBER 2014**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of December 31, 2014 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 December 31, 2014 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 DECEMBER 2014**

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 DECEMBER 2014**

It is recommended that the Operating Statement for Cherry Hill Food Services for the months ending December 2014 be accepted as submitted.

d) **SACC FINANCIAL REPORT FOR DECEMBER 2014**

It is recommended that the Financial Report for the Cherry Hill School Age Child Care Program for the months of December 2014 be accepted as submitted.

BOARD WORK SESSION

February 10, 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	<u>\$</u>	
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

February 10, 2015

B. BUSINESS AND FACILITIES

ITEM 2. RESOLUTIONS

a) SPRING PLAY EXPENSE – HIGH SCHOOL EAST

In anticipation of revenue in the amount of \$38,800.00, it is recommended that High School East be given permission to procure the following items for the Spring Play “ANYTHING GOES” without exceeding the stated amounts.

Royalties	\$8,695.00
Costumes	5,000.00
Lighting	2,000.00
Printing	900.00
Sound Equipment	2,500.00
Set Construction	5,000.00
Miscellaneous	<u>6,200.00</u>
	\$30,295.00

Anticipated Profit \$8,505.00

b) SPRING PLAY EXPENSE – HIGH SCHOOL WEST

In anticipation of revenue in the amount of \$76,100.00, it is recommended that High School West be given permission to procure the following items for the Spring Play “MARY POPPINS” without exceeding the stated amounts.

Royalties	\$3,600.00
Costumes	10,000.00
Lighting	5,000.00
Printing	1,000.00
Sound Equipment	5,000.00
Set Construction	25,000.00
Miscellaneous	<u>7,830.00</u>
	\$57,430.00

Anticipated Profit \$18,670.00

BOARD WORK SESSION

February 10, 2015

B. BUSINESS AND FACILITIES

ITEM 2. RESOLUTIONS

c) **RESOLUTION AUTHORIZING THE USE OF CONTRACTS WITH APPROVED MIDDLESEX REGIONAL EDUCATIONAL SERVICES COMMISSION (MRESC)**

WHEREAS, the Cherry Hill Board of Education, pursuant to P.L.2011.c.139; N.J.S.A. 18A:18A-*et.seq.* and N.J.A.C. 5:34-7.29(c) and per Local Finance Notice No. LFN 2011-35, may by resolution and without advertising for bids, purchase any goods or services under the MRESC Cooperative Pricing System 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 the MRESC Cooperative Pricing System; and

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

NOW, THEREFORE, BE IT RESOLVED, the Cherry Hill Board of Education authorizes the Purchasing Agent to purchase certain goods and services from those approved MRESC Vendors as listed below for the 2014/2015 school year pursuant to all conditions of the individual bid award product lines; 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; and

NOW, THEREFORE BE IT RESOLVED that the Cherry Hill Board of Education approve the following vendors who have been awarded bids through the MRESC Cooperative Pricing System, not to exceed the amounts stated shall be as follows:

<u>Bid Number</u>	<u>Vendor</u>	<u>Commodity/ Service</u>	<u>Expiration Date</u>	<u>Amount Not to Exceed</u>
MRESC 14/15-34	Bio-Shine	Custodial Supplies	12-1-16	\$50,000
MRESC 14/15-34	General Chemical and Supply	Custodial Supplies	12-1-16	50,000

BOARD WORK SESSION

February 10, 2015

B. BUSINESS AND FACILITIES

ITEM 3. RESOLUTION FOR THE AWARD OF BIDS

- a) #GENTR-020315 BUS ROUTES – REGULAR EDUCATION (2-3-15)

INFORMATION TO BE READY FOR ACTION MEETING PENDING REVIEW.

ITEM 4. RESOLUTION FOR THE AWARD OF TRANSPORTATION

- a) ROUTE #NH-X2 – NEW HOPE ACADEMY, YARDLEY, PA – SHUTTLE

RECOMMENDATION:

It is recommended that administrative approval be granted for First Student, Inc. to transport (5) five classified students on a shuttle from school to home as listed below.

Route: NH-X2 / Shuttle

School: New Hope Academy, Yardley, PA

Company: First Student, Inc. (Trenton)

Original Route: NH-1

Original Bid: #5659

Date(s): 3/2/15 thru 5/28/15

Cost per diem: \$223.75

Total # of days: (46) Forty-six

Total Cost: \$10,292.50

PO #15-06107

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

BOARD WORK SESSION

February 10, 2015

B. BUSINESS AND FACILITIES

ITEM 5. ACCEPTANCE OF DONATIONS

<u>SCHOOL</u>	<u>DONATION</u>	<u>GROUP OFFERING DONATION</u>	<u>VALUE</u>
Barton ES	Monetary – Scholastic Books	Cherry Hill Education Foundation *	\$ 712.00
Barton ES	Monetary – Character Education Flags	Cherry Hill Education Foundation *	\$1,050.00
Kilmer ES	Monetary – Healthy Snacks for Mentor Program	Cherry Hill Education Foundation*	\$ 600.00
Knight ES	Monetary – Various Supplies for Science	Cherry Hill Education Foundation *	\$2,600.00
Knight ES	Monetary – Benches and 18 Books	Cherry Hill Education Foundation *	\$1,608.00
Carusi MS	Monetary – School Bus Rental & Show Tickets	Cherry Hill Education Foundation *	\$6,075.00
Carsui MS	Monetary – Lego Mindstorm EV3Robotic Kits	Cherry Hill Education Foundation *	\$9,449.00
Rosa MS	Monetary – Equipment / Supplies for Physical Education Dept.	Cherry Hill Education Foundation *	\$1,000.00
District Administration	Monetary – Refreshments for Presentations of PARCC Community Nights	Cherry Hill Education Foundation *	\$1,000.00
*Unexpended funds will be returned to Cherry Hill Education Foundation			

BOARD WORK SESSION

February 10, 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. Assignment/Salary Change—Non-Certificated
8. Other Compensation—Certificated
9. Approval of Revised Job Description
10. Other Motions

ITEM 1. TERMINATION OF EMPLOYMENT-CERTIFICATED

(a) Resignations

RECOMMENDATION:

It is recommended 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>
Derrick Owings	CHHS West-Social Studies (\$94,193)	7/01/15	Retirement

BOARD WORK SESSION

February 10, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. TERMINATION OF EMPLOYMENT—NON-CERTIFICATED

(a) Resignations

RECOMMENDATION:

It is recommended 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>
Susan Schafer	Harte-Educational Assistant (\$10,320)	2/18/15	Personal

ITEM 3. APPOINTMENTS—CERTIFICATED

(a) Regular

RECOMMENDATION:

It is recommended that the person listed be appointed for the 2014-15 school year in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary</u>
Kenneth Manyin	CHHS West-Volunteer, Boys La Crosse	2/25/15-6/30/15	-----

(b) Field Experience

RECOMMENDATION:

It is recommended that the persons listed be approved for a field experience in accord with the data presented.

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Teacher/School</u>
Isabella Kaczorowski	Rowan	2/04/15-3/25/15	Melissa McNab/Rosa
Alyssa Karwowski	Rowan	2/04/15-3/25/15	Melissa McNab/Rosa
Daniel Kerr	Rowan	2/04/15-3/25/15	Melissa McNab/Rosa
Emma Balmer	Camden County	2/02/15-3/02/15	Kathryn Ripple- Gilmour/Sharp

BOARD WORK SESSION

February 10, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED - continued

(c) Co-Curricular

RECOMMENDATION:

It is recommended that the person listed be approved for a co-curricular position in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Stipend</u>
Jeffrey Mooney*	CHHS East-Head Coach, Boys Spring Volleyball (budget #11-402- 100-100-50-0101)	9/01/14-6/30/15	\$4804

*Outside district coach

(d) Substitute Teachers/Nurses

RECOMMENDATION:

It is recommended that that the person listed be approved as a substitute teacher for the 2014-15 school year effective 2/25/15-6/30/15. Monies budgeted from account #11-120-100-101-98-0150/#11-130-100-101-98-0150/#11-140-100-101-98-0150/#11-000-213-104-98-0150/11-190-100-106-98-0150.

Name

Stephanie Schopfer (district educational assistant)

ITEM 4. APPOINTMENTS—NON-CERTIFICATED

(a) Regular

RECOMMENDATION:

It is recommended that the person listed be appointed for the 2014-15 school year in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Hourly Rate/Salary</u>
Cary Gaul	District-Substitute Program Aide, SACC (budget #60-990-320-106-58-0001)	2/25/15-6/30/15	\$ 8.50

BOARD WORK SESSION

February 10, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 5. LEAVES OF ABSENCE—CERTIFICATED

(a) Leave of Absence, With/Without Pay

RECOMMENDATION:

It is recommended 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>
Amanda Costanzo	Paine-Grade 1	Leave with pay 1/26/15-3/05/15; without pay 3/06/15-6/30/15 (revised for dates)
Rachel Fiore	Cooper-Grade 4	Leave with pay 4/20/15-6/10/15; without pay 6/11/15-12/18/15
Maria Medina	Beck-World Language	Leave with pay 1/15/15-1/28/15
Theresa Molony	Kilmer-Psychologist	Leave with pay 1/12/15-1/21/15
Diana Polito	Barclay-Special Education	Leave with pay 1/16/15-3/04/15; without pay 3/05/15-6/30/15 (revised for dates)
Lindsay Ciemiengo	Carusi-Math	Leave with pay 1/14/15-3/12/15; without pay 3/13/15-6/30/15
Paula Pennington	Knight-Teacher Coach	Leave with pay 2/09/15-3/09/15 (revised for dates)

ITEM 6. LEAVES OF ABSENCE—NON-CERTIFICATED

(a) Leave of Absence, With/Without Pay

RECOMMENDATION:

It is recommended 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>
Anibal Rivera	Woodcrest-Cleaner	Leave with pay 1/28/15-2/06/15; without pay 2/09/15-until a determination is made regarding a return to work date
Richard Hawk	District-HVAC Lead	Leave without pay 1/02/15-until a determination is made regarding a return to work date

BOARD WORK SESSION

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C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 6. LEAVES OF ABSENCE—NON-CERTIFICATED - continued

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Gale Ellien	Barclay-Educational Assistant	Leave with pay 10/30/14-1/28/15
Jennifer Fasbinder	Barclay-Teacher, SACC	Leave with pay 1/05/15-2/26/15
Joanne Kavanagh	CHHS East-Secretary	Leave with pay 3/06/15-4/10/15
Elizabeth Sevast	Woodcrest-Teacher II, SACC	Leave with pay 2/16/15-2/17/15; without pay 2/18/15-2/27/15

ITEM 7. ASSIGNMENT/SALARY CHANGE—NON-CERTIFICATED

(a) Reassignment

RECOMMENDATION:

It is recommended that the persons listed be approved for a reassignment for the 2014-15 school year.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>	<u>Salary/Hourly Rate</u>
Jennifer Loudenslager	Harte/Woodcrest-Teacher II, SACC (budget #60-990-320-106-58-0001)	Harte/Knight-Teacher II, SACC (budget #60-990-320-106-58-0001)	2/09/15-6/30/15	\$11.55
Barbara Long	Cooper-Program Aide, SACC (budget #60-990-320-106-58-0001)	District-Substitute Program Aide, SACC (budget #60-990-320-106-58-0001)	1/26/15-6/30/15	\$ 8.50
Kristen Fasbinder	Woodcrest-Teacher II, SACC (\$15.81/hr-budget #60-990-320-101-58-0001)	Woodcrest-Teacher, SACC (budget #60-990-320-101-58-0001)	2/25/15-6/30/15	\$16.44

BOARD WORK SESSION

February 10, 2015

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 8. OTHER COMPENSATION—CERTIFICATED

(a) Tuition Reimbursement—CHASA

RECOMMENDATION:

It is recommended that the person listed be reimbursed for successful completion of graduate credits in accord with the current agreement between the Board of Education and the Cherry Hill Association of School Administrators. Monies budgeted from account #11-000-291-280-98-0002.

<u>Name</u>	<u>Amount</u>
William Marble	\$1680

ITEM 9. APPROVAL OF REVISED JOB DESCRIPTION

RECOMMENDATION:

It is recommended that the revised job description be approved as presented effective 2/25/15.

- Purchasing Manger

ITEM 10. OTHER MOTIONS

(a) Approval of Extension of Agreement for the Provision of Labor Relations and Contract Negotiations Services

WHEREAS, on October 8, 2013, as the result of a competitive contracting process conducted pursuant to *N.J.S.A. 18A:18A-4.1 et seq.*, the Cherry Hill Board of Education awarded a contract for the provision of Labor Relations and Contract Negotiations Services to Bruce Taylor for the term of July 1, 2013 through June 30, 2015; and

WHEREAS, the Board finds that the services are being performed in an effective and efficient manner, and desires to extend the contract for an additional term of two years; and

WHEREAS, this contract extension is permitted by *N.J.S.A. 18A:18A-42*;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education extends its contract with Bruce Taylor for the provision of labor relations and contract negotiations services for an additional term of two years, commencing July 1, 2015 and terminating June 30, 2017, at an annual flat fee of \$39,740 per school year in accordance with the terms of the existing contract, and with all other terms and conditions of the current contract to continue unchanged; and be it

FURTHER RESOLVED, that the Assistant Superintendent-Business/Board Secretary is authorized to execute any document which the Board Solicitor deems appropriate to memorialize the terms of the contract extension.

BOARD WORK SESSION

February 10, 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. Second Reading of Policies
2. Approval of Harassment/Intimidation/Bullying Investigation Decisions

ITEM 1. SECOND READING OF POLICIES

- Draft Policy 3283: Electronic Communications – Certificated Staff
- Draft Policy 4283: Electronic Communications – Non-Certificated Staff

RECOMMENDATION:

It is recommended that the policies be approved for second reading and adoption as presented.

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>
14-15:296			14-15:318	
14-15:301			14-15:321	
14-15:305			14-15:322	
14-15:309			14-15:323	
14-15:312			14-15:325	
14-15:313			14-15:330	
14-15:314			14-15:335	
14-15:315			14-15:336	
14-15:316				

BOARD WORK SESSION

February 10, 2015

E. STRATEGIC PLANNING

Board Goals

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

NO ITEMS