

CHERRY HILL PUBLIC SCHOOLS
Cherry Hill, New Jersey

BOARD OF EDUCATION WORK SESSION AND SPECIAL ACTION MEETING MINUTES

April 9, 2019

A Board of Education Work Session and Special Meeting of the Cherry Hill Township Board of Education was held in the Malberg Administration Bldg. on April 9, 2019.

The meeting was called to order by Mr. Goodwin at 5:45 P.M. who read the following notice in accordance with the Open Public Meetings Act:

PUBLIC NOTICE OF THIS MEETING PURSUANT TO THE OPEN PUBLIC MEETINGS ACT HAS BEEN GIVEN BY THE BOARD SECRETARY IN THE FOLLOWING MANNER:

(A) POSTING WRITTEN NOTICE ON THE OFFICIAL BULLETIN BOARD AT THE ADMINISTRATION BUILDING ON APRIL 4, 2019.

(B) TRANSMITTED NOTICE TO THE COURIER POST AND THE PHILADELPHIA INQUIRER ON APRIL 4, 2019.

(C) TRANSMITTED NOTICE WITH THE CLERK OF CHERRY HILL TOWNSHIP ON APRIL 4, 2019.

A roll call recorded the following Board Members as present:

Mrs. Carol A. Matlack
Mrs. Lisa Saidel
Mrs. Jane Scarpellino

Mrs. Ruth Schultz
Mrs. Sally Tong
Dr. Edward Wang
Mr. Eric Goodwin

Mr. David Rossi arrived at 5:50 P.M.

Mrs. Laurie Neary left at 8:23 P.M.

Student Representatives:

Julia Langmuir, H.S. East

Sonia Kangaju, H.S. West

Also in attendance were: Dr. J. Meloche, Mr. P. Green, Esq., Mrs. L. Shugars, Dr. J. Smith, Ms. N. Adrian, Mr. D. Bart, Mrs. L. Ridgway, Mrs. L. Weathington, Dr. F. Mahan and Mrs. B. Wilson.

Board of Education Work Session and Special Action Meeting Minutes
April 9, 2019

Mr. Goodwin read the following notice in accordance with the Open Public Meetings Act.

RESOLVED, PURSUANT TO THE OPEN PUBLIC MEETINGS ACT THAT THE BOARD MEETS IN CLOSED SESSION AT THIS TIME TO DISCUSS CONFIDENTIAL MATTERS PERTAINING TO STUDENT MATTERS, HUMAN RESOURCE MATTERS AND LEGAL MATTERS. IT IS EXPECTED THAT THE MATTERS DISCUSSED IN CLOSED SESSION SHALL BE MADE PUBLIC AS SOON AS THE NEED FOR CONFIDENTIALITY NO LONGER EXISTS.

Mr. Goodwin led the Pledge of Allegiance.

Mrs. Matlack made and Mrs. Saidel seconded a motion to adjourn to Executive Session for matters pertaining to student matters, human resource matters and legal matters at 5:45 P.M. All Board members present voted in favor of the motion.

Mr. Goodwin called the Board of Education Work Session and Special Action meeting to order in public session from the Executive Session at 7:05 P.M.

Presentations:

Dr. Meloche, Dr. Smith and Mrs. Wilson presented certificates to student athletes in recognition of our winter sports teams.

Correspondence:

Mrs. Scarpellino reported on attending both the Assembly and Senate State Budget Hearings, and the Fair Funding Committee Meeting. She announced that Commissioner Repollet will visit the District on May 7th.

Public Comment:

Rick Short spoke about the ratio of campus police in the elementary schools and the door replacement project.

Mr. Goodwin called the meeting to order from the recess for public comment for the purpose of considering and voting on the items presented in the Special Action Agenda which is incorporated as part of the minutes.

SPECIAL ACTION AGENDA

April 9, 2019

A. CURRICULUM & INSTRUCTION

Board Goals

- **Continue to improve student achievement at all grade levels for all students and decrease 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 and relationships with internal and external stakeholders.**
- **Create an actionable plan, “Bond 2018,” to continually update items included in the 2018 bond referendum.**

The Superintendent recommends the following:

1. Approval of Attendance at Conferences and Workshops for the 2018-2019 School Year
2. Approval to Accept the Reallocated Title I, Part A Funds
3. Approval of Freed-Hardeman University Research Study

ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2018-2019 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:

SPECIAL ACTION AGENDA
April 9, 2019

A. CURRICULUM & INSTRUCTION

ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2018-2019 SCHOOL YEAR (continued)

<u>#</u>	<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>	<u>COST NOT TO EXCEED</u>
A	Jennifer Foltz Beck	ISTE 2019 Conference Philadelphia, PA	6/23-6/26/19	\$703.48 Registration/Mileage/ Tolls/Parking
B	Farrah Mahan Malberg	Basic Restorative Practices Bethlehem, PA	4/29-4/30/19	\$664.92 Registration/Lodging Mileage/Parking Meals
C	William Marble Kingston	Basic Restorative Practices Bethlehem, PA	4/29-4/30/19	\$679.22 Registration/Lodging Mileage/Tolls/Parking Meals

ITEM 2. APPROVAL TO ACCEPT THE REALLOCATED TITLE I, PART A FUNDS

It is requested that the Board approve the amendment for Reallocated Title 1, Part A funds for HS West (originally approved on 2/12/19) for program plan revisions needed due to the inability to hire staff as recommended by the NJDOE:

Funding Source	Public and Non Public Amount
Reallocated Title I, Part A	\$42,304.00

Resolution #103-4'19

ITEM 3. APPROVAL OF FREED-HARDEMAN UNIVERSITY RESEARCH STUDY

It is recommended that the Board approve Shiradon Kirk from Freed-Hardeman University in Henderson, TN to conduct research study on relationship between administrator's knowledge of special education laws and the impact teachers with special needs as discussed at the Curriculum and Instruction Committee Meeting on April 1, 2019.

Motion: Dr. Wang Second: Mrs. Scarpellino Vote: Ayes - 9 No - 0

SPECIAL ACTION AGENDA

April 9, 2019

B. BUSINESS AND FACILITIES

Board Goals

- **Continue to improve student achievement at all grade levels for all students and decrease 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 and relationships with internal and external stakeholders.**
- **Create an actionable plan, “Bond 2018,” to continually update items included in the 2018 bond referendum.**

The Superintendent recommends the following:

1. Approval of Bill List(s)
2. Resolutions
3. Resolution for the Award of Bids
4. Approval of the Cherry Hill Campus Police Department Standing Orders

ITEM 1. APPROVAL OF BILL LIST(S)

It is recommended that the Bill List(s) for April 9, 2019, 1st Bill List in the amount of \$13,211.79, 2nd Bill List in the amount of \$2,269,753.90 be approved as submitted.

It is recommended that the SACC Bill List for April 9, 2019 in the amount of \$5,204.44 be approved as submitted.

ITEM 2. RESOLUTIONS

- a) **RESOLUTION TO DISPOSE OF DISTRICT ASSETS NO LONGER OF VALUE THROUGH AN ONLINE AUCTION UNDER NEW JERSEY STATE CONTRACT**

WHEREAS, the Board of Education has the need to dispose of district assets that are no longer of value to the district and other equipment deemed no longer usable;

WHEREAS, the district wishes to sell these assets through New Jersey State Contract vendor GovDeals, Inc., a New Jersey state approved on-line auction house for public agencies.

NOW, THEREFORE BE IT RESOLVED, the Board of Education authorizes the use of New Jersey State contract vendor GovDeals, Inc. (contract 83453) for the purpose of disposing of surplus assets and other equipment deemed no longer usable, at a maximum fee of 7.5% of the total sell price for the 2018/2019 school year.

Resolution #104-4'19

SPECIAL ACTION AGENDA

April 9, 2019

B. BUSINESS AND FACILITIES

ITEM 3. RESOLUTION FOR THE AWARD OF BIDS

- a) #1819-39 – FIRE AND SECURITY ALARM SYSTEMS MONITORING, TESTING, INSPECTIONS, MAINTENANCE AND REPAIRS (3-26-19)

RECOMMENDATION:

Specifications for the procurement of vendor to supply fire and security alarm systems monitoring, testing, inspections, maintenance and repairs were advertised and solicited with the following result.

One proposal was received and deemed non-responsive.

It is recommended that BID #1839-39 – FIRE AND SECURITY ALARM SYSTEMS MONITORING, TESTING, INSPECTIONS, MAINTENANCE AND REPAIRS be rejected and rebid.

- b) #1819-35 – EXTERIOR DOOR REPLACEMENT AND RELATED WORK AT VARIOUS CHERRY HILL PUBLIC SCHOOL SITES (3-28-19)

INFORMATION:

Specifications for the procurement of a vendor to provide Exterior Door Replacement and Related Work at Various Cherry Hill Public School Sites were advertised and solicited with no responses.

This project will be rebid.

ITEM 3. APPROVAL OF THE CHERRY HILL CAMPUS POLICE DEPARTMENT STANDING ORDERS

It is recommended that the Cherry Hill Campus Police Department Standing Orders, effective March 2019 with a review date of March 2020, be approved by the Board of Education.

Motion: Mrs. Schultz Second: Mrs. Matlack Vote: Ayes - 9 No - 0

Item #1 Approval of Bill List (CDW-G, Inc.)

Motion: Mrs. Schultz Second: Mrs. Matlack Vote: Ayes - 8 No - 0-1*

*Mrs. Saidel abstained due to a conflict of interest with CDW-G, Inc.

Item #1 Approval of Bill List (Bayada Home Health Care)

Motion: Mrs. Schultz Second: Mrs. Matlack Vote: Ayes - 8 No - 0-1*

*Mrs. Schultz abstained due to a conflict of interest with Bayada Home Health Care.

SPECIAL ACTION AGENDA

April 9, 2019

C. HUMAN RESOURCES/NEGOTIATIONS

Board Goals

- **Continue to improve student achievement at all grade levels for all students and decrease 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 and relationships with internal and external stakeholders.**
- **Create an actionable plan, “Bond 2018,” to continually update items included in the 2018 bond referendum.**

The Superintendent recommends the following:

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

ITEM 1. TERMINATION OF EMPLOYMENT—CERTIFICATED

(a) Resignations

RECOMMENDATION:

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

<u>Name</u>	<u>Location</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Karen Cornelius	Beck	LDTC	7/01/19	Retirement
Jillian Diamicis	CHHS West/AHS	Social Studies	7/01/19	Personal
Deborah Drelich	CHHS East	Special Education	7/01/19	Retirement
Marlene Houlihan	Beck	Science	7/01/19	Retirement
Susan Weimer	CHHS East	School Nurse	3/15/19	Declined Position
Michael Winter	Beck	Humanities	7/01/19	Retirement

SPECIAL ACTION AGENDA
April 9, 2019

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>Location</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Lauren Routhenstein	Paine	SACC, Teacher II	3/29/19	Personal
Zackary Taylor	Rosa	Educational Assistant	4/19/19	Personal

ITEM 3. APPOINTMENTS—CERTIFICATED

(a) Regular

None at this time.

(b) Co-Curricular

RECOMMENDATION:

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Stipend</u>
Andrew Fisher*	CHHS West – Volunteer Athletic Aide, Boys Baseball (Spring)	4/01/19-6/30/19	--
Daniel Recine*	CHHS East – Volunteer Athletic Aide, Boys Lacrosse (Spring)	4/01/19-6/30/19	--

*Outside district employee

(c) Summer Scheduling

RECOMMENDATION:

Be it resolved that the persons listed be approved as schedulers at Beck Middle School at the rate of \$13.86/hour (not to exceed a total of \$2,100) effective 7/01/19-8/31/19 in accord with the data presented.

<u>Name</u>	<u>Name</u>	<u>Name</u>	<u>Name</u>
Laura Gertel	Kimberly Keyack	Joy Malko	Jenna McCoy

SPECIAL ACTION AGENDA

April 9, 2019

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED – continued

(d) Substitute Nurses

RECOMMENDATION:

Be it resolved that Randall Yingling be approved as a substitute nurse effective 4/10/19-6/30/19.

(e) Title I Approval for Guided Study

RECOMMENDATION:

Be it resolved that the persons listed be approved for Title I Guided Study at Carusi Middle School effective 4/10/19-6/10/19 at the rate of \$42.60/hr. Monies budgeted from account #20-233-100-101-45-0101.

<u>Name</u>	<u>Name</u>	<u>Name</u>	<u>Name</u>
Rilana Alvarez	Paula Antonelli	Joanna Browne	Michelle Corona
Ivonne D'Amato-Suarez	Michael Deffner	Desiree Garner	Donna Kelly
Thomas Kelly	Kevin Krutoff	Opal Minio	Elizabeth Nieradka
Susanne Pitzorella	William Segrest	Lucia Ibanez Torres	

(f) Homebound Tutor

RECOMMENDATION:

Be it resolved that Mindy Norlian be approved as a homebound tutor effective 4/10/19-6/30/19 at the rate of \$41.03/hr.

ITEM 4. APPOINTMENTS—NON-CERTIFICATED

(a) Regular

RECOMMENDATION:

Be it resolved that the persons listed be approved for the 2018-19 school year in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Hrly Rate/Salary</u>
Tyler Jones	Harte – Educational Assistant (Replacing F. Cheetham – 30 hrs. /wk.))	On or about 4/10/19-6/30/19	\$10.91
Taylor Perkins	Marlkress - Groundskeeper (Replacing J. Mohn)	On or about 4/10/19-6/30/19	\$29,500 Prorated
Alaina Weisberg	Rosa – Exceptional Educational Assistant (Replacing O. Sanchez – 35 hrs. /wk.))	4/10/19-6/30/19	\$12.59

SPECIAL ACTION AGENDA

April 9, 2019

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 5. ASSIGNMENT/SALARY CHANGE—CERTIFICATED

(a) Salary Adjustment Credits Earned

RECOMMENDATION:

It is recommended that the persons listed be approved for a salary adjustment for credits earned effective 2/01/19-6/30/19.

<u>Name</u>	<u>School</u>	<u>From</u> <u>Column</u>	<u>Step</u>	<u>Salary</u>	<u>To</u> <u>Column</u>	<u>Step</u>	<u>Salary</u>
Amanda Aslanian	Mann	BA	6	\$51,200	BA+15	6	\$52,345
Anthony Ballina	Stockton	BA	14	\$69,523	BA+15	14	\$70,668
Brian Connolly	CHHS East	BA+15	6	\$52,345	MA	6	\$55,321
Kimberly Davies	Woodcrest	MA	9	\$57,216	MA+15	9	\$59,047
Stephanie Metal	Stockton/Cooper	BA+15	5	\$52,055	BA+30	5	\$53,199
Mary Radbill	CHHS East	BA+15	18	\$97,493	BA+30	18	\$98,637

ITEM 6. ASSIGNMENT/SALARY CHANGE—NON-CERTIFICATED

(a) Reassignment

RECOMMENDATION:

Be it resolved that the persons listed be reassigned for the 2018-19 school year in accord with the data presented.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>	<u>Hourly</u> <u>Rate</u>
Karen Levin	Stockton – SACC, Teacher II (\$11.00/hr., - 10 hrs./wk.)	Stockton, SACC, Teacher II (\$23.75 hrs./wk.)	4/10/19-6/30/19	\$11.00

SPECIAL ACTION AGENDA
April 9, 2019

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 7. OTHER COMPENSATION—CERTIFICATED

(a) Payment for Additional Class

RECOMMENDATION:

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

<u>Name</u>	<u>Assignment</u>	<u>School</u>	<u>Effective Dates</u>	<u>Amount</u>
Anthony Brocco*	Geometry	CHHS East	3/25/19-5/03/19	\$1,620
Joseph Dilks*	Computer	CHHS East	3/25/19-5/03/19	\$1,715
Deena Freedman*	Computer	CHHS East	3/25/19-5/03/19	\$2,150
Michael Mancinelli*	Geometry	CHHS East	3/25/19-5/03/19	\$1,576
Leanne Shine	Business	CHHS East	1/28/19-6/21/19	\$5,162
Beverly Vallies*	Geometry	CHHS East	3/25/19-5/03/19	\$2,150

*Revised for dates and amount

Motion Mrs. Saidel Second Mrs. Matlack Vote Ayes - 9 No - 0

SPECIAL ACTION AGENDA

April 9, 2019

D. POLICY & LEGISLATION

Board Goals

- **Continue to improve student achievement at all grade levels for all students and decrease 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 and relationships with internal and external stakeholders.**
- **Create an actionable plan, “Bond 2018,” to continually update items included in the 2018 bond referendum.**

The Superintendent recommends the following:

1. Approval of Harassment/Intimidation/Bullying Investigation Decisions
2. Approval of Harassment/Intimidation/Bullying Hearing Decisions

ITEM 1. 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 investigation:

<u>Incident Report No.</u>	<u>Board Determination</u>	<u>Incident Report No.</u>	<u>Board Determination</u>	<u>Incident Report No.</u>	<u>Board Determination</u>
197974	Affirmed	198487	Affirmed	198830	Affirmed
198108	Affirmed	198516	Affirmed	198865	Affirmed
198110	Affirmed	198529	Affirmed	198909	Affirmed
198163	Affirmed	198560	Affirmed	199081	Affirmed
198259	Affirmed	198602	Affirmed	199137	Affirmed
198352	Affirmed	198796	Held	199183	Affirmed
198383	Affirmed	198829	Affirmed		

ITEM 2. APPROVAL OF HARASSMENT/INTIMIDATION/BULLYING HEARING DECISIONS

RESOLVED, that the Cherry Hill Board of Education approves and adopts the HIB appeal decision in HIB Incident Number 196697, affirming the Board’s prior determination that the actions did not constitute HIB, and directs the Superintendent to notify the parents of the affected pupils accordingly.

SPECIAL ACTION AGENDA

April 9, 2019

D. POLICY & LEGISLATION

ITEM 2. APPROVAL OF HARASSMENT/INTIMIDATION/BULLYING HEARING DECISIONS – continued

RESOLVED, that the Cherry Hill Board of Education approves and adopts the HIB appeal decision in HIB Incident Number 197858, affirming the Board’s prior determination that the actions did constitute HIB, and directs the Superintendent to notify the parents of the affected pupils accordingly.

RESOLVED, that the Cherry Hill Board of Education approves and adopts the HIB appeal decision in HIB Incident Number 196240, rejecting the Board’s prior determination that the actions did constitute HIB, and directs the Superintendent to notify the parents of the affected pupils accordingly.

RESOLVED, that the Cherry Hill Board of Education approves and adopts the HIB appeal decision in HIB Incident Number 196944, affirming the Board’s prior determination that the actions did not constitute HIB, and directs the Superintendent to notify the parents of the affected pupils accordingly.

ITEM 1. APPROVAL OF HARASSMENT/INTIMIDATION/BULLYING INVESTIGATION DECISIONS

Motion Mrs. Scarpellino Second Mrs. Saidel Vote Ayes - 8 No - 0
Mrs. Schultz abstained (not present for March 30, 2019 meeting).

Vote was taken in public for Item 2 after second Executive Session.

ITEM 2. APPROVAL OF HARASSMENT/INTIMIDATION/BULLYING HEARING DECISIONS

Motion Mrs. Scarpellino Second Dr. Wang Vote Ayes - 8 No - 0
Mrs. Neary – absent

SPECIAL ACTION AGENDA

April 9, 2019

E. STRATEGIC PLANNING

Board Goals

- **Continue to improve student achievement at all grade levels for all students and decrease achievement gaps where they exist.**
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- **Create an actionable plan, “Bond 2018,” to continually update items included in the 2018 bond referendum.**

Discussion items:

- **Bond Referendum**

Board of Education Work Session and Special Action Meeting Minutes
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Mr. Goodwin called the Board Work Session to order from the Special Action meeting.

The proposed Action Agenda for April 30, 2019 which is included as Appendix A was reviewed. The Board agreed to move the items on the agenda.

Mrs. Neary left at 8:23 P.M. during these discussions.

New Business:

Mr. Goodwin opened the floor for a second public comment.

Second Public Comment:

Rick Short spoke about recent bond referendum survey results and security issues.

Andy McIlvaine commented on the ad hoc committee meeting and security issues.

Kim Fridell spoke about ADA accessibility issues in the District.

Mindy Rosen spoke about ADA accessibility issues in the District.

Jenn Naddeo spoke about ADA accessibility in the District and Out of District placements.

Jeff Potowitz spoke about State Funding.

Yoni Yares welcomed Dr. Meloche back and thanked Dr. Smith for filling in while he was out, spoke about the Subaru Building as a resource for the District.

Anne Einhorn asked that the email and charter of the ad hoc committee be placed on the website. She also spoke about renting out the auditorium at West, the Grant Writer position, the Becica report and her participation on the Zoning Board.

Miriam Stern commented on the ad hoc committee and East Auditorium wall repairs.

Mr. Goodwin called the meeting to order from the recess for public comment.

APPENDIX A

BOARD WORK SESSION

April 9, 2019

A. CURRICULUM & INSTRUCTION

Board Goals

- **Continue to improve student achievement at all grade levels for all students and decrease achievement gaps where they exist.**
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WHEREAS, the attendance of each employee at the specified conference/workshop is educationally necessary, fiscally prudent and 1) directly related to and within the scope of the employee’s current responsibilities and the District’s professional development plan, and 2) critical to the instructional needs of the District or furthers the efficient operation of the District;

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

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

<u>#</u>	<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>	<u>COST NOT TO EXCEED</u>
A	Lisa Ridgway Malberg	2019 NJASBO Annual Conference Atlantic City, NJ	6/4-6/7/19	\$884.00 Registration/Lodging Mileage/Tolls/Parking Meals/Incidentals

BOARD WORK SESSION

April 9, 2019

B. BUSINESS AND FACILITIES

Board Goals

- **Continue to improve student achievement at all grade levels for all students and decrease 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 and relationships with internal and external stakeholders.**
- **Create an actionable plan, “Bond 2018,” to continually update items included in the 2018 bond referendum.**

The Superintendent recommends the following:

1. Financial Reports
2. Adoption of the 2019/2020 Budget
3. Maximum Travel Expenditure
4. Motion to Approve Use of Capital Reserve to Fund Approved Projects for the 2019/2020 School Year
5. Resolution for the Award of Bids
6. Resolution for the Award of Change Orders
7. Resolution for the Award of Transportation
8. Acceptance of Donations

ITEM 1. FINANCIAL REPORTS

a) BOARD SECRETARY’S CERTIFICATION FOR FEBRUARY 2019

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of February 28, 2019 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:17-36 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Cherry Hill Board of Education certifies that as of February 28, 2019 and after review of the Secretary’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.

In accordance with N.J.A.C. 6A:23A-16:10 the Board Secretary certifies that anticipated revenue has changed for the month ending February 2019 as follows:

Increase \$0 Decrease \$0

b) TREASURER’S REPORT FOR FEBRUARY 2019

The Board Secretary further certifies that as of February 28, 2019 that the Treasurer’s Report is in accordance with 18A:17-36 and 18A:17-9. The Treasurer’s Report and the Secretary’s Report are in agreement for the month of February 2019.

BOARD WORK SESSION

April 9, 2019

B. BUSINESS AND FACILITIES

ITEM 1. FINANCIAL REPORTS – continued

c) LINE ITEM TRANSFER REPORTS FOR THE MONTH OF FEBRUARY 2019

It is recommended that the 2018/2019 Budget be revised by the transfer of funds between line items as listed on the monthly transfer report.

d) FOOD SERVICE OPERATING STATEMENT FOR FEBRUARY 2019

It is recommended that the Operating Statement for Cherry Hill Food Services for the month ending February 2019 be accepted as submitted.

e) SACC FINANCIAL REPORT FOR FEBRUARY 2019

It is recommended that the Financial Report for the Cherry Hill School Age Child Care Program for the months of February 2019 be accepted as submitted.

f) DISBURSEMENT OF FUNDS

<u>FUND</u>	<u>AMOUNT</u>	<u>REPORT DATED</u>
Payroll & FICA	\$	Payroll Dates: /19 & /19
Food Service	\$	/19
Total	\$	

g) APPROVAL OF BILL LIST(S)

It is recommended that the Bill List(s) for April 30, 2019 in the amount(s) of \$ be approved as submitted.

\$ It is recommended that the SACC Bill List(s) for April 30, 2019 in the amount(s) of \$ be approved as submitted.

BOARD WORK SESSION

April 9, 2019

B. BUSINESS AND FACILITIES

ITEM 2. ADOPTION OF THE 2019/2020 BUDGET

BE IT RESOLVED, to approve the preliminary budget for the 2019/2020 school year for submission to the County Superintendent of Schools for Department of Education review as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$215,930,818	\$176,624,076
Special Revenue Fund	<u>4,815,170</u>	=
Total Base Budget	\$220,745,988	\$176,624,076

ITEM 3. MAXIMUM TRAVEL EXPENDITURE

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

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

WHEREAS, the District Board of Education has determined that the total maximum travel expenditure for the 2018/2019 school year is \$166,930 and the district has spent \$106,371 as of March 19, 2019 now, therefore be it

RESOLVED, that the District Board of Education hereby establishes the maximum travel expenditure amount for the 2019/2020 school year as \$183,755 in the general fund and estimated \$25,000 in the special revenue fund.

BOARD WORK SESSION

April 9, 2019

B. BUSINESS AND FACILITIES

ITEM 4. MOTION TO APPROVE USE OF CAPITAL RESERVE TO FUND APPROVED PROJECTS FOR THE 2019/2020 SCHOOL YEAR

Motion to approve the use of \$9,900,000 from Capital Reserve to fund eight (8) Capital Projects for the 2019/2020 School Year.

Capital Projects List-0800 (CHERRY HILL TWP)

<u>Project Number</u>	<u>Description/Activity</u>	<u>Cost</u>
8138	Fencing	\$250,000
8139	Stage Accessibility	250,000
8140	Roof Replacement at Mann, West, East	3,400,000
8132	Wall Repairs East	1,000,000
8141	Masonry Wall East	4,470,000
8142	Security Vestibules at East and West	530,000

ITEM 5. RESOLUTION FOR THE AWARD OF BIDS

- a) #1819-40 – FIRE AND SECURITY ALARM SYSTEMS MONITORING, TESTING, INSPECTIONS, MAINTENANCE AND REPAIRS (4-10-19)

INFORMATION TO BE READY FOR ACTION MEETING. Bid opens April 10, 2019.

ITEM 6. RESOLUTION FOR THE AWARD OF CHANGE ORDERS

- a) BID #1819-14 AUDITORIUM ROOF REPLACEMENT AT CHERRY HILL HIGH SCHOOL EAST (6-22-18)

RECOMMENDATION:

It is recommended that Change Order 001, (deduct \$10,241.80) for BID #1819-14 AUDITORIUM ROOF REPLACEMENT AT CHERRY HILL HIGH SCHOOL EAST to provide metal roofing edge, be issued to Patriot Roofing, Inc., Jobstown, NJ.

<u>Original Contract Amount</u>	\$519,000.00
Deduct Change Order 001	<u>(10,241.80)</u>
New Contract Amount	\$508,758.20

BOARD WORK SESSION

April 9, 2019

B. BUSINESS AND FACILITIES

ITEM 7. RESOLUTION FOR THE AWARD OF TRANSPORTATION

a) **ROUTE #Q-JCK3**

RECOMMENDATION:

Quotes were solicited by the Transportation Department with the low quote awarded. It is recommended that prior administrative approval be ratified for the following route(s):

School	Route	Original Route	Bus Company	# of students	Effective Date	# Days	Route Cost per diem	Aide Cost per diem	Total Cost
James F. Cooper Elementary School	Q-JCK3	n/a	West Berlin Bus Service, Inc.	1	3/25/19-6/21/19 (mid-day only)	58	\$64.00	n/a	\$3,712.00

b) **ROUTE #GP-1- JOINTURE**

RECOMMENDATION:

It is recommended that prior administrative approval be ratified for the following:

School	Route	Joiner District	Bus Company	# of students	Effective Date	# Days	Route Cost per diem	Aide Cost per diem	Total Cost Receivable
Garfield Park Academy	GP-1	Trenton Public Schools	T & L Transportation, Inc.	1	3/28/19-6/20/19	54	\$38.50	n/a	\$2,079.00

ITEM 8. ACCEPTANCE OF DONATIONS

<u>SCHOOL</u>	<u>DONATION</u>	<u>GROUP OFFERING DONATION</u>	<u>VALUE</u>
Kingston	Monetary to be used to purchase 2 disc golf baskets and putters	Patient First	\$1,000.00

*Unexpended funds will be returned to Cherry Hill Education Foundation

BOARD WORK SESSION

April 9, 2019

C. HUMAN RESOURCES/NEGOTIATIONS

Board Goals

- Continue to improve student achievement at all grade levels for all students and decrease 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 and relationships with internal and external stakeholders.
- Create an actionable plan, “Bond 2018,” to continually update items included in the 2018 bond referendum.

The Superintendent recommends the following:

1. Leaves of Absence—Certificated
2. Leaves of Absence—Non-Certificated
3. First Reading of Revised Policy

ITEM 1. 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>
Kelly Burns	Stockton – Special Education	Leave with pay 3/26/19-4/05/19 (Revised for dates)
Beth Coffey	CHHS West – World Language	Leave with pay 5/09/19-6/11/19 (am); Leave without pay 6/11/19 (pm)-6/30/19
David Martin	CHHS East – Mathematics	Leave without pay 3/25/19-5/03/19
Judianne Mayo	Harte – Special Education	Leave with pay 5/20/19-6/30/19
Christine Mays	Johnson – 2 nd Grade	Leave with pay 1/29/19-2/19/19; Leave without pay 2/20/19-4/10/19 (Revised for dates)
Karen Potter	Johnson – Special Education	Leave with pay 2/20/19-2/27/19
Kimyen Tran	Kilmer – ESL	Leave with pay 4/15/19-5/31/19 (Revised for dates)

BOARD WORK SESSION

April 9, 2019

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. 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>
Diana Maxwell	Beck – Educational Assistant	Leave with pay 1/02/19-3/27/19; (Revised for dates)
Chanette Orange	Cooper – SACC, Assistant Coordinator	Leave with pay 3/25/19-4/26/19
Deborah Tackett	Malberg – Administrative Assistant	Leave with pay 4/01/19-TBD

ITEM 3. FIRST READING OF REVISED POLICY

RECOMMENDATION:

Be it resolved that the policy listed be approved for first reading as presented.

<u>Draft Policy Number</u>	<u>Title</u>
7434	Smoking In School Buildings And On School Grounds

BOARD WORK SESSION

April 9, 2019

D. POLICIES & LEGISLATION

Board Goals

- **Continue to improve student achievement at all grade levels for all students and decrease 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 and relationships with internal and external stakeholders.**
- **Create an actionable plan, “Bond 2018,” to continually update items included in the 2018 bond referendum.**

The Superintendent recommends the following:

1. First Reading of Policies
2. Second Reading of Policies and Regulation

ITEM 1. FIRST READING OF POLICIES

RECOMMENDATION:

Be it resolved that the policies listed be approved for first reading as revised.

- Draft Policy 5111: Eligibility of Resident/Nonresident Students
- Draft Policy 5512: Harassment, Intimidation and Bullying
- Draft Policy 5460: Graduation Requirements

ITEM 2. SECOND READING OF POLICIES AND REGULATION

RECOMMENDATION:

Be it resolved that the policies and regulation listed be approved for second reading and adopted as revised.

- Draft Policy 2422: Health and Physical Education
- Draft Policy 2431.3: Practice and Pre-Season Heat Acclimation for School Sponsored and Extra-Curricular Activities
- Draft Policy 2610: Educational Program Evaluation
- Draft Policy 4219: Commercial Driver’s License Controlled Substance and Alcohol Use Testing
- Draft Policy 5337: Service Animals
- Draft Policy 5756: Transgender Students
- Draft Policy and Regulation 7440: School District Security

BOARD WORK SESSION

April 9, 2019

E. STRATEGIC PLANNING

Board Goals

- **Continue to improve student achievement at all grade levels for all students and decrease 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 and relationships with internal and external stakeholders.**
- **Create an actionable plan, “Bond 2018,” to continually update items included in the 2018 bond referendum.**

Discussion items:

- **Bond Referendum**

Board of Education Work Session and Special Action Meeting Minutes
April 9, 2019

Mrs. Matlack made and Dr. Wang seconded a motion to adjourn to Executive Session for matters pertaining to student matters at 9:23 P. M. All Board members present voted in favor of the motion.

Mr. Goodwin called the Board of Education Work Session and Special Action meeting to order in public session from the second Executive Session at 10:28 P.M for the purpose of voting on Item #2 on the Policies and Legislation Special Action Agenda.

All Board members were present excepting Mrs. Neary, also in attendance were; Dr. J. Meloche, Mr. P. Green, Esq., Mrs. L. Shugars, Dr. J. Smith and Mrs. L. Weashington.

Mrs. Saidel made and Mrs. Matlack seconded a motion to adjourn at 10:32 P.M. All Board members present voted in favor of the motion.

Respectfully submitted,



Lynn E. Shugars
Assistant Superintendent
Business/Board Secretary