

CHERRY HILL PUBLIC SCHOOLS  
Cherry Hill, New Jersey

BOARD OF EDUCATION WORK SESSION AND SPECIAL ACTION MEETING MINUTES

May 8, 2018

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 May 8, 2018.

The meeting was called to order by Dr. Dickinson at 6:15 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 MAY 4, 2018.

(B) TRANSMITTED NOTICE TO THE COURIER POST AND THE PHILADELPHIA INQUIRER ON MAY 4, 2018.

(C) TRANSMITTED NOTICE WITH THE CLERK OF CHERRY HILL TOWNSHIP ON MAY 4, 2018.

A roll call recorded the following Board Members as present:

Mr. Eric Goodwin  
Mrs. Kathy Judge  
Mrs. Carol A. Matlack  
Mrs. Lisa Saidel

Mrs. Jane Scarpellino  
Mrs. Ruth Schultz  
Mr. Ken Tomlinson  
Dr. Edward Wang  
Dr. J. Barry Dickinson

Student Representatives:

Joshua Sodicoff, H.S. East

Carlee Cohen, H.S. West

Also in attendance were: Dr. J. Meloche, Mr. P. Green, Esq., Mrs. L. Shugars, Dr. J. Campisi, 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  
May 8, 2018

Dr. Dickinson 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 RESOURCES MATTER 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.

Dr. Dickinson led the Pledge of Allegiance.

Mrs. Matlack made and Mrs. Scarpellino seconded a motion to adjourn to Executive Session for matters pertaining to student matters, human resource matters and legal matters at 6:15 P.M. All Board members present voted in favor of the motion.

Dr. Dickinson called the Board of Education Work Session and Special Action meeting to order in public session from the Executive Session at 7:10 P.M.

Presentations:

None

Public Discussion:

The floor was opened for public discussion. There being no public discussion, Dr. Dickinson called the meeting to order for the purpose of considering and voting on the items presented on the Special Action Agenda which is incorporated as part of the minutes.

**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**A. CURRICULUM & INSTRUCTION**

- **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.**
- **Create an actionable plan, “Cherry Hill Public Schools 2020: A clear vision for the future,” to encompass items to be included in a referendum.**

The Superintendent recommends the following:

1. Approval of Attendance at Conferences and Workshops for the 2017-2018 School Year
2. Approval of High School 2018 Summer Reading Literature
3. Approval of the Family Friendly Proposal for 2018-2019 School Year

**ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2017-2018 SCHOOL YEAR**

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

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

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

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

<u>#</u>	<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>	<u>COST NOT TO EXCEED</u>
A	Barbara Wilson, Malberg	BrandED, Somerset, NJ	5/21/2018	\$295.14 Registration, Mileage, Tolls

**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**A. CURRICULUM & INSTRUCTION**

**ITEM 2. APPROVAL OF 2018 HIGH SCHOOL SUMMER READING LITERATURE**

It is recommended that the High School Summer Reading Literature as discussed at the March 5, 2018 and April 30, 2018 Curriculum and Instruction Committee Meetings be approved.

<u>TITLE</u>	<u>AUTHOR</u>	<u>GRADE LEVEL</u>
The Alchemist	Paulo Coelho	9
The Secret Life of Bees	Sue Monk Kidd	9
The Book Thief	Markus Zusak	9
Jane Eyre (chapters 1-10) - Required for Honors Level Only	Charlotte Bronte	9
Harp of Burma	Michio Takeyama translated by Howard Hibbett	10
Jamaica Inn	Daphne du Maurier	10
Life of Pi	Yann Martel	10
The Once and Future King (Book 1 Only) - Required for Honors Level Only	T. H. White	10
The Bean Trees	Barbara Kingsolver	11
The Jungle	Upton Sinclair	11
Tracks	Louise Erdrich	11
The Grapes of Wrath- Required for Honors and Advanced Placement Level Only	John Steinbeck	11
Hunger of Memory: The Education of Richard Rodriguez	Richard Rodriguez	12
The Namesake	Jhumpa Lahiri	12
One Flew Over the Cuckoo's Nest	Ken Kesey	12
Heart of Darkness- Required for Advanced Placement Level Only	Joseph Conrad	12

**ITEM 3. APPROVAL OF FAMILY FRIENDLY PROPOSAL FOR 2018-2019 SCHOOL YEAR**

It is recommended that the Family Friendly Proposal (renewal package) and acceptance of funding from the State of New Jersey be approved as submitted for the 2018-2019 school year.

**Resolution #135-5'18**

Motion: Mrs. Saidel Second: Mrs. Judge Vote: Ayes - 9 No - 0

**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**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.**
- **Create an actionable plan, “Cherry Hill Public Schools 2020: A clear vision for the future,” to encompass items to be included in a referendum.**

*The Superintendent recommends the following:*

1. Approval of Bill Lists
2. Resolution Approving Increase in Meal Prices for the 2018/2019 School Year

**ITEM 1. APPROVAL OF BILL LISTS**

It is recommended that the Bill List dated May 8, 2018 in the amount of \$2,478,893.80 be approved as submitted.

It is recommended that the SACC Bill List dated May 8, 2018 in the amount of \$534.29 be approved as submitted.

**ITEM 2. RESOLUTION APPROVING INCREASE IN MEAL PRICES FOR THE 2018/2019 SCHOOL YEAR**

**RESOLVED**, that the Cherry Hill Board of Education approves the following meal prices to be charged by the food service management company for the District’s food service program for the 2018/2019 school year:

Breakfast – student paid:

	<u>2016/2017 Price</u>	<u>2017/2018 Price</u>	<u>2018/2019 Price</u>
Elementary School	\$1.65	\$1.65	\$1.65
Middle School	\$1.90	\$1.90	\$1.90
High School	\$2.00	\$2.00	\$2.00

Breakfast – Reduced Meals:

District-wide:           \$.30

**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTION APPROVING INCREASE IN MEAL PRICES FOR THE 2018/2019 SCHOOL YEAR** – continued

Lunch – student paid:

	<u>2016/2017 Price</u>	<u>2017/2018 Price</u>	<u>2018/2019 Price</u>
Elementary School	\$2.65	\$2.75	\$2.80
Middle School	\$2.90	\$2.90	\$3.00
High School	\$3.00	\$3.00	\$3.10

Lunch – Reduced Meals:

District-wide: \$0.40

A la carte Milk Purchase:

District-wide: \$0.75

Adult Meal:

District-wide: \$4.50

**Resolution #136-5'18**

Motion: Mr. Goodwin Second: Mrs. Judge Vote: Ayes - 9 No - 0

Exceptions:

Item #1 Approval of Bill List (Bancroft Neuro Health)

Motion: Mr. Goodwin Second: Mrs. Judge Vote: Ayes - 8 No - 0-1\*

\*Mr. Tomlinson abstained due to a conflict of interest with Bancroft Neuro Health.

**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**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.
- Create an actionable plan “Cherry Hill Public Schools 2020: A clear vision for the future,” to encompass items to be included in a 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. Contract Renewals—Certificated-Offer of Employment
6. Contract Renewals—Certificated
7. Contract Renewals—Non-Certificated
8. Assignment/Salary Change—Certificated
9. Assignment/Salary Change—Non-Certificated
10. Other Compensation—Certificated
11. Other Compensation—Non-Certificated

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

(a) Resignations

**RECOMMENDATION:**

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

<u>Name</u>	<u>Location</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective Date</u>	<u>Reason</u>
Kristin Coleman	Beck	Special Education	\$60,192	7/01/18	Personal
Aileen Constans	CHHS East	Science	\$67,012	7/01/18	Personal
Joyce Humpert- Nece	Carusi	Language Arts	\$103,860	7/01/18	Retirement
Linda Wander	CHHS East	Special Education	\$99,969	7/01/18	Retirement
Joseph Campisi	Malberg	Assistant Superintendent K-12	\$169,868	9/01/18	Personal

**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**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>Salary/Hourly Rate</u>	<u>Effective Date</u>	<u>Reason</u>
Lainie Bartolome	Sharp	SACC, Teacher II	\$11.00	5/15/18	Personal
Christina Knab	Malberg	Payroll Clerk	\$53,021	7/01/18	Retirement
Donna Rossetti	Woodcrest	SACC, Teacher II	\$11.00	4/30/18	Personal

**ITEM 3. APPOINTMENTS—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>Salary</u>
Theodore Beatty	CHHS East – Assistant Principal (Replacing B. O’Connor)	7/02/18-6/30/19	*\$104,590
Sukhpreet Singh	Beck – Assistant Principal (Replacing K. Russo)	7/02/18-6/30/19	*\$95,416

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

(b) Substitute Nurses

**RECOMMENDATION:**

Be it resolved that Denise McDermott and Ashley Muller be approved as substitute nurses effective 5/10/18-6/30/18.

(c) Sports & Recreation Management Internship

**RECOMMENDATION:**

Be it resolved that the persons listed be approved for a sports & recreation management internship in accord with the data presented.

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Teachers/School</u>
Griffen Colton	Temple	5/04/18-8/08/18	Michael Beirao/CHHS East



**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(d) Classroom Observation

**RECOMMENDATION:**

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

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Teacher/School</u>
Lauren Goddard	Rutgers	4/24/18	Nicholas Wright/CHHS East
Dulce Gonzalez	Camden County	4/27/18	Karen Rockhill/Barclay
Krista Lillia	Fordham	4/27/18-5/11/18	Joyce Doenges/Harte
Davin Mazza	Camden County	4/25/18-5/18/18	Jennifer Cyr/Johnson

(e) 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>
Abigail Gardner	Rowan	5/22/18-5/31/18	Peter Gambino/CHHS East
Rylan Lynch	Rowan	9/08/18-12/21/18; 1/22/19-5/10/19	Donna Pistone/Rosa
Sara Rabatin	Rowan	5/22/18-5/31/18	Thomas Weaver/CHHS East
Dennis Summerville	Rowan	5/22/18-5/31/18	Peter Gambino/CHHS East
Victoria Tatulli	Rowan	5/22/18-5/31/18	Thomas Weaver/CHHS East

(f) Practicum in Speech Language

**RECOMMENDATION:**

Be it resolved that the persons listed be approved for a speech language practicum in accord with the data presented.

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Nurse/School</u>
Allyson Peluso	LaSalle	9/04/18-12/20/18	Shirley Graves/Harte

**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(g) Practicum Experience - ESL

**RECOMMENDATION:**

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

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Teacher/School</u>
Angela Capio	Rowan	9/04/18-12/20/18	Violeta Katsikis/Malberg & Rebecca Metzger/CHHS East

(h) Mentors

**RECOMMENDATION:**

Be it resolved that the persons listed be approved as mentors in accord with the data presented.

<u>Name</u>	<u>Protégé</u>	<u>School</u>	<u>Effective Date</u>	<u>Amount</u>
Kenneth McCall	Alexander Epifano	Carusi	4/16/18-6/30/18	\$550 Prorated

(i) Homebound Tutor

**RECOMMENDATION:**

Be it resolved that Lindsey Wells be approved as a homebound tutor effective 5/09/18-6/30/18 at the rate of \$41.03/hr.

(j) Substitute Nurse – Class Trip

**RECOMMENDATION:**

Be it resolved that the persons listed be approved as substitute nurse in accord with the data presented for school trips at the rate of \$175/day and \$175/night.

<u>Name</u>	<u>School</u>	<u>Date</u>	<u>Trip Location</u>
Susan O'Toole Bruce	Rosa	3/01/18-3/02/18	Liberty Science Center
		6/06/18-6/07/18	Washington DC
Andrea Gurst	Beck	5/29/18-5/30/18	Washington DC

**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(k) Substitute Teachers/ESY Program

**RECOMMENDATION:**

Be it resolved that the teachers listed in Ms. Adrian's report dated May 8, 2018, which shall become a part of the official minutes of this meeting, who are affiliated with the Cherry Hill Education Association bargaining unit be approved to substitute during the 2018 ESY Summer Program at the rate of \*\$45.20/hour (\*Rate to be adjusted pending outcome of negotiations between the Cherry Hill BOE and CHEA).

(l) AP Exams

**RECOMMENDATION:**

Be it resolved the persons listed be approved to proctor AP exams from 5/07/18-5/17/18 in accord with the data presented.

**CHHS East**

<u>Name</u>	<u>Assignment</u>	<u>Stipend Amount</u>
Margaret Regan	AP Coordinator	\$5000
Carly Friedman	Assistant AP Coordinator	\$1400
Carol Cook	AP Clerical Assistant	\$700
Cathleen Enderle	AP Pre-Administration/Proctor	\$420
Laurie Grossman	AP Pre-Administration/Proctor	\$420
Letitia Schuman	AP Pre-Administration/Proctor	\$420
Roberto Figueroa	AP Proctor	\$350
Darren Gamel	AP Proctor	\$350
Eileen Lynch	AP Proctor	\$350
Viney McClain	AP Proctor	\$350
Tracye Walsh	AP Proctor	\$350

**CHHS West**

<u>Name</u>	<u>Assignment</u>	<u>Stipend Amount</u>
Melissa Franzosi	AP Coordinator	\$3200
Lisa Saffici	AP Assistant Coordinator	\$1000
Donna Kane	AP Clerical Assistant	\$500
Margaret Strimel	AP Proctor/Assistant	\$300
Nicholas Caputi	AP Proctor	\$250
Brittany Gibbs	AP Proctor	\$250
Ashley Giles	AP Proctor	\$250
Todd Powers	AP Proctor	\$250
Michelle Pryor	AP Proctor	\$250
Cynthia Snowden	AP Proctor	\$250

**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(a) Regular

**RECOMMENDATION:**

Be it resolved that the persons listed be approved for the 2017-18 school year in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary/Hourly Rate</u>
Lainie Bartolome	District – SACC, Substitute Teacher II	5/15/18-6/30/18	\$11.00
Brian Bird	CHHS West – High School Student Supervisor (Replacing L. Giannopoulos)	4/30/18-6/30/18	\$24,000 Prorated
Joanne Erwin	Paine – Title I, Educational Assistant (Replacing F. Duffy – 30 hrs/wk., budget # 20-232-100-106- 27-0100)	On or about 5/07/18-6/30/18	\$10.22
Rosa Torres Bush	Malberg – Accounts Payable Clerk (Replacing S. Baptiste)	On or about 5/21/18-6/30/18	\$51,877 Prorated

(b) Substitute Educational Assistants/ESY Program

**RECOMMENDATION:**

Be it resolved that the educational assistants listed in Ms. Adrian’s report dated May 8, 2018, which shall become a part of the official minutes of this meeting, who are affiliated with the EACH bargaining unit be approved to substitute during the 2018 ESY Summer Program.

**ITEM 5. CONTRACT RENEWALS—CERTIFICATED-OFFER OF EMPLOYMENT**

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

**RECOMMENDATION:**

Be it resolved that the following resolution be adopted:

**RESOLUTION**

**IT IS RESOLVED** by this Board of Education that the non-tenured teaching staff members listed in Section A of Ms. Adrian’s report dated May 8, 2018, which is on file in the office of Human Resources, be given a written offer of a contract for employment for the 2018-2019 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 2018; 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 8, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 6. CONTRACT RENEWALS—CERTIFICATED**

(a) CHEA

Be it resolved that the following resolution be adopted:

**RESOLVED** that this Board hereby authorize the renewal of contracts for tenured/non-tenured teachers affiliated with the Cherry Hill Education Association bargaining unit for the 2018-19 year, effective 9/01/18-6/30/19 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 8, 2018, 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 2018-19 year, effective 7/01/18-6/30/19 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 8, 2018, which shall become part of the official minutes of this meeting, be appointed for the 2018-19 year effective 7/01/18-6/30/19 and that their salary payments based on the 2017-18 rates be continued until salary guidelines have been established and approved.

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

**ITEM 7. CONTRACT RENEWALS—NON-CERTIFICATED**

(a) Secretaries - (CHEA)

**RECOMMENDATION:**

Be it resolved that the secretarial personnel listed in Ms. Adrian's report dated May 8, 2018, 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 2018-19 year, effective 7/01/18-6/30/19, 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 8, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 7. CONTRACT RENEWALS—NON-CERTIFICATED** - continued

(b) Support Staff - (CHEA)

**RECOMENDATION:**

Be it resolved that the employees listed in Ms. Adrian's report dated May 8, 2018, 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 2018-19 year, effective 7/01/18-6/30/19, 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 8, 2018, 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 2018-19 year, effective 7/01/18-6/30/19, 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.

(d) Custodial/Maintenance Staff - (CHEA)

**RECOMENDATION:**

Be it resolved that the employees listed in Ms. Adrian's report dated May 8, 2018, 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 2018-19 year, effective 7/01/18-6/30/19, 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.

(e) CHASP

**RECOMMENDATION:**

Be it resolved that the employees listed in Ms. Adrian's report dated May 8, 2018, which shall become a part of the official minutes of this meeting, who are affiliated with the Cherry Hill Associated Supervisory Personnel bargaining unit, be reemployed for the 2018-19 school year, effective 7/01/18-6/30/19, and that their salaries be adjusted in accordance with the contract finally settled between the Cherry Hill Associated Supervisory Personnel and the Cherry Hill Board of Education.

**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 7. CONTRACT RENEWALS—NON-CERTIFICATED** – continued

(f) Non-Affiliated Employees

**RECOMMENDATION:**

Be it resolved that the non-affiliated employees in the following positions listed in Ms. Adrian’s report dated May 8, 2018, which shall become a part of this official meeting, be appointed for the 2018-19 year and that their salary payments based on the 2017-18 rates be continued until salary guidelines have been established and approved.

Accountant	High School Student Supervisors	Supervisors/Assistant Supervisors
Administrative Assistants	Managers/Assistant Managers	Technology
Assistant Director of Technology	Public Information Officer	Transportation Coordinators
Clerk	School Supportive Assistants	Transportation Facilitators
COTA	Secretaries	Travel Trainer
Coordinators	Senior Accountant	Treasurer of Monies
Directors	Student Advocates	

(g) Campus Police

**RECOMMENDATION:**

Be it resolved that the employees listed in Ms. Adrian’s report dated May 8, 2018, 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 2018-19 school year, effective 9/01/18-6/30/19, 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) EACH

**RECOMMENDATION:**

Be it resolved that the employees listed in Ms. Adrian’s report dated May 8, 2018, 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 2018-19 school year, effective 9/01/18-6/30/19, 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.

**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 8. ASSIGNMENT/SALARY CHANGE—CERTIFICATED**

(a) Reassignment

**RECOMMENDATION:**

Be it resolved that the persons listed be reassigned for the 2017-18 school year in accord with the data presented.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>	<u>Salary</u>
Jennifer Jagust-Weiss	Kilmer – Title I Teacher (budget # 20-233-100-101-15-0100)	Kilmer – .8 Title I Teacher (budget # 20-233-100-101-15-0100) & CHHS West – .2 Title I Reading Teacher (budget # 20-233-100-101-55-0100)	5/09/18-6/30/18	\$54,121 (Masters, Step 1)

**ITEM 9. ASSIGNMENT/SALARY CHANGE—NON-CERTIFICATED**

(a) Reassignment

**RECOMMENDATION:**

Be it resolved that the persons listed be reassigned for the 2017-18 school year in accord with the data presented.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>	<u>Hourly Rate</u>
Elizabeth Shannon	Cooper – EDCC, Teacher II (\$14.98/hr., 32.5 hrs/wk)	Cooper – EDCC, Teacher (32.5 hrs/wk) / SACC, Substitute Teacher II	4/13/18-5/17/18	\$15.20



**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 10. 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>
Ryan Nixon	Mathematics	Beck	3/02/18-6/30/18	\$3,515
Meg Ruesch	Mathematics	Beck	3/02/18-6/30/18	\$3,486
Christine Mason	Social Studies	CHHS East	5/01/18-on or about 6/01/18	\$2,050
				Prorated
Susan McKee	Social Studies	CHHS East	5/01/18-on or about 6/01/18	\$2,050
				Prorated
Meghan Mikulski	Social Studies	CHHS East	5/01/18-on or about 6/01/18	\$1,773
				Prorated
Marc Pierlott	Social Studies	CHHS East	5/01/18-on or about 6/01/18	\$1,884
				Prorated
Julian Vann	Social Studies	CHHS East	5/01/18-on or about 6/01/18	\$1,222
				Prorated
Kelly Harris	Spanish	Beck	5/07/18-6/30/18	\$1,613
Catherine Bon	Spanish	Beck	5/07/18-6/30/18	\$1,589
Veronica Donaghy	Spanish	Beck	5/07/18-6/30/18	\$1,841
Joshua Weinstein*	Special Education	Beck	11/13/17-4/20/18	\$7,782

\*Revised for dates and amount

**ITEM 11. OTHER COMPENSATION—NON-CERTIFICATED**

(a) Additional Payment

**RECOMMENDATION:**

It is recommended that Anthony Linder be approved for an additional \$160/month (\$200 total due) to compensate for the use of black seal during lunch hours effective 2/28/18-4/11/18.

Motion Mrs. Judge Second Mrs. Scarpellino Vote Ayes - 9 No - 0

Exceptions:

Item #3 (e) (g) Appointments - Certificated (Rowan University)

Motion Mrs. Judge Second Mrs. Scarpellino Vote Ayes - 8 No - 0-1\*

\*Dr. Wang abstained due to a conflict of interest with Rowan University.

Item #3 (d) Appointments - Certificated (Rutgers University)

Motion Mrs. Judge Second Mrs. Scarpellino Vote Ayes - 8 No - 0-1\*

\*Dr. Wang abstained due to a conflict of interest with Rutgers University.

**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**D. POLICIES & LEGISLATION**

**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.**
- **Create an actionable plan “Cherry Hill Public Schools 2020: A clear vision for the future,” to encompass items to be included in a referendum.**

The Superintendent recommends the following:

1. Approval of Harassment/Intimidation/Bullying Investigation 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>
17-18: 4421	Affirmed	17-18: 4623	Affirmed	17-18: 4668	Affirmed
17-18: 4525	Affirmed	17-18: 4627	Affirmed	17-18: 4670	Affirmed
17-18: 4534	Affirmed	17-18: 4634	Affirmed	17-18: 4684	Affirmed
17-18: 4535	Affirmed	17-18: 4641	Affirmed	17-18: 4692	Affirmed
17-18: 4547	Affirmed	17-18: 4651	Affirmed	17-18: 4707	Affirmed
17-18: 4562	Affirmed	17-18: 4662	Affirmed	17-18: 4743	Affirmed
17-18: 4598	Affirmed	17-18: 4663	Affirmed	17-18: 4750	Affirmed
17-18: 4621	Affirmed	17-18: 4664	Affirmed		

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

**SPECIAL ACTION AGENDA**  
**May 8, 2018**

**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.**
- **Create an actionable plan, “Cherry Hill Public Schools 2020: A clear vision for the future,” to encompass items to be included in a referendum.**

**NO ITEMS**

Board of Education Work Session and Special Action Meeting Minutes  
May 8, 2018

Dr. Dickinson called the Board Work Session to order from the Special Action meeting.

The proposed Action Agenda for May 22, 2018 which is included as part of the minutes, was reviewed. The Board agreed to move the items on the agenda.

New Business:

Dr. Dickinson opened the floor for a second public discussion.

Second Public Discussion:

Dr. Dickinson opened the floor for a second public discussion. There being no public discussion  
Dr. Dickinson called for the meeting to be adjourned.

Mrs. Judge made and Mr. Goodwin seconded a motion to adjourn at 8:00 P.M. All Board members present voted in favor of the motion.

Respectfully submitted,

Lynn E. Shugars  
Assistant Superintendent  
Business/Board Secretary

**BOARD WORK SESSION**  
**May 8, 2018**

**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.**
- **Create an actionable plan, “Cherry Hill Public Schools 2020: A clear vision for the future,” to encompass items to be included in a referendum.**

The Superintendent recommends the following:

4. Approval of Attendance at Conferences and Workshops for the 2018-2019 School Year

**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:

<u>#</u>	<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>	<u>COST NOT TO EXCEED</u>
A	Robert Young, Marlkress	NEC Code and Law Update, Bordentown, NJ	10/19-20/2018	\$275.00 Registration
B	Joseph N. Meloche, Malberg	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	829.79 Registration, Lodging, Mileage, Tolls, Meals

**BOARD WORK SESSION**

**May 8, 2018**

**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>
C	Nancy Adrian, Malberg	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$829.79 Registration, Lodging, Mileage, Tolls, Meals
D	Lisa Ridgway, Malberg	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$181.79 Registration, Mileage, Tolls
E	Lynn Shugars, Malberg	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$181.79 Registration, Mileage, Tolls
F	Don Bart, Malberg	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$181.79 Registration, Mileage, Tolls
G	Barbara Wilson, Malberg	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$181.79 Registration, Mileage, Tolls
H	J. Barry Dickinson, Board Member	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$833.14 Registration, Lodging, Mileage, Tolls, Meals
I	Eric Goodwin, Board Member	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$832.45 Registration, Lodging, Mileage, Tolls, Meals
J	Kathy Judge, Board Member	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$827.93 Registration, Lodging, Mileage, Tolls, Meals
K	Carol Matlack, Board Member	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$832.83 Registration, Lodging, Mileage, Tolls, Meals
L	Lisa Saidel, Board Member	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$830.16 Registration, Lodging, Mileage, Tolls, Meals
M	Jane Scarpellino, Board Member	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$827.93 Registration, Lodging, Mileage, Tolls, Meals

**BOARD WORK SESSION**  
**May 8, 2018**

**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>
N	Ruth Schultz, Board Member	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$827.93 Registration, Lodging, Mileage, Tolls, Meals
O	Ken Tomlinson, Board Member	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$832.84 Registration, Lodging, Mileage, Tolls, Meals
P	Edward Wang, Board Member	2018 NJSBA Annual Conference, Atlantic City	10/22-25/2018	\$828.55 Registration, Lodging, Mileage, Tolls, Meals

## **BOARD WORK SESSION**

**May 8, 2018**

### **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.**
- **Create an actionable plan, “Cherry Hill Public Schools 2020: A clear vision for the future,” to encompass items to be included in a referendum.**

#### *The Superintendent recommends the following:*

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

#### *The Superintendent recommends the following:*

### **A. APPROVAL OF APPOINTMENTS**

#### **1. Appointment of Board Secretary/Assistant Board Secretary**

It is recommended that Lynn Shugars be appointed Board Secretary and Lisa Ridgway be appointed Assistant Board Secretary for this Board of Education for a term commencing July 1, 2018 through June 30, 2019.

#### **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, 2018 through June 30, 2019.

#### **3. Affirmative Action Officer**

It is recommended that LaCoyya Weathington, Director of Pupil Services, be appointed Affirmative Action Officer for this Board of Education for a term commencing July 1, 2018 through June 30, 2019.



**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**A. APPROVAL OF APPOINTMENTS continued**

**4. Public Agency Compliance Officer**

It is recommended Lynn E. Shugars, 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, 2018 through June 30, 2019.

**5. Section 504 Officer/ADA Officer**

It is recommended that Bonnie Mingin, Supervisor of Pupil Services, be appointed as Section 504 Officer/ADA Officer for this Board of Education for a term commencing July 1, 2018 through June 30, 2019.

**6. Title IX Officer**

It is recommended that Bonnie Mingin, Supervisor of Pupil Services, be appointed as Title IX Officer for this Board of Education for a term commencing July 1, 2018 through June 30, 2019.

**7. Substance Awareness Coordinator**

It is recommended that Bonnie Mingin, Supervisor of Pupil Services, be appointed as Substance Awareness Coordinator for this Board of Education for a term commencing July 1, 2018 through June 30, 2019.

**8. Homeless Liaison**

It is recommended that Bonnie Mingin, Supervisor of Pupil Services, be appointed as Homeless Liaison for this Board of Education for a term commencing July 1, 2018 through June 30, 2019.

**9. Custodian of Records**

It is recommended that Lynn E. Shugars, Assistant Superintendent Business/Board Secretary be appointed as the District's Custodian of Records (*N.J.S.A.47:1A-1 et seq.*) commencing July 1, 2018.

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

It is recommended that Nancy Adrian, Director of Human Resources, be designated as the Healthcare Insurance Portability & Accountability Act (HIPAA) compliance officer for the 2018/2019 school year.

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**A. APPROVAL OF APPOINTMENTS - continued**

**11. Appointment – Chemical Hygiene Officer**

It is recommended that Scott Goldthorp, Supervisor of Curriculum & Instruction, be designated as the Chemical Hygiene Officer for the 2018/2019 school year.

**12. 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.

**13. Purchasing Agent**

**BE IT RESOLVED** that pursuant to the Public School Contracts Law (*N.J.S.A.* 18A:18A-1 *et seq*), that Lynn E. Shugars, Assistant Superintendent, Business/Board Secretary, shall serve as the “Contracting Agent” of this school district for the 2018/2019 school year.

**BE IT FURTHER RESOLVED** that pursuant to *N.J.S.A.* 18A: 18A-3, the Assistant Superintendent, Business/Board Secretary, is hereby empowered to make, negotiate, and award any and all purchases, contracts, and agreements for the performance of any work or services, or the furnishing or hiring of materials or supplies where the cost or price thereof does not exceed \$40,000.00 and \$19,000.00 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.

**14. Solicitor**

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

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education of the Township of Cherry Hill, County of Camden, that Paul Green, of the law firm of Schenck, Price, Smith & King, LLP (“SPSK”), 220 Park Avenue, Florham Park, New Jersey, be appointed the Solicitor of this Board for the period July 1, 2018 through June 30, 2019 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

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**A. APPROVAL OF APPOINTMENTS - continued**

**14. Solicitor - continued**

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

**15. 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, 2018, through June 30, 2019.

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

This effort and additional services will be performed on a pre-determined fixed fee and/or time and material basis in accordance with the schedule of rates presented in their 2018 proposal.

**16. Resolution Authorizing a Professional Service Agreement with TTI Environmental, Inc. For Provision of Environmental Services**

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

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

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

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

**BOARD WORK SESSION**

**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**A. APPROVAL OF APPOINTMENTS - continued**

**16. RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH TTI ENVIRONMENTAL, INC. FOR PROVISION OF ENVIRONMENTAL SERVICES - continued**

**NOW, THEREFORE, BE IT RESOLVED**, that the Cherry Hill Board of Education awards a non-exclusive contract to TTI Environmental, Inc. for the 2018/2019 school year for the provision of industrial hygiene services relating to asbestos and indoor air quality monitoring and sampling, environmental consulting, and safety and health training services, on a time and materials basis in accordance with TTI Environmental, Inc.'s proposal dated \_\_\_\_\_, 2018; and be it

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

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

**17. 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 Holman Frenia Allison, P.C. is a licensed public school accountant qualified to perform the required services; and

**WHEREAS**, the Board acknowledges the receipt, review and evaluation of Holman Frenia Allison, P.C. 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;

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**A. APPROVAL OF APPOINTMENTS - continued**

**17. Auditor – continued**

**NOW, THEREFORE, BE IT, RESOLVED** by the Cherry Hill Board of Education that Michael Holt, Partner of Holman Frenia Allison, P.C., 680 Hooper Avenue, Toms River, New Jersey, be appointed the Public School Accountant of this Board beginning July 1, 2018 until June 30, 2019 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, 2018 and performance of the annual audit required by law, and to receive such compensation as may be reasonable for such services; and be it

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

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

**18. Tax Shelter Annuity Companies and Disability Insurance Companies**

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

**TAX SHELTER ANNUITIES**

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

**DISABILITY INSURANCE**

Hartford  
Prudential Ins. Co. of America - CHEA  
Prudential Ins. Co. of America - CHASA  
AFLAC  
Colonial Life

**19. Ratification of Paid Bills and Budget Transfers**

It is recommended that Lynn E. Shugars, 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.

**BOARD WORK SESSION**

**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**A. APPROVAL OF APPOINTMENTS - continued**

**20. Insurance Broker of Record**

It is recommended that Conner Strong & Buckelew, 40 Lake Center Executive Park, 401 Rt. 73 North, Suite 300, Marlton, NJ be appointed Insurance Broker of Record for the Board of Education for a term commencing July 1, 2018 through June 30, 2019

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

**21. RESOLUTION TO APPROVE BOND COUNSEL**

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

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

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

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

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

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

**22. OMNI GROUP 403(B) TPA AND 457(b)**

Motion to renew the annual services agreement with the OMNI GROUP for the 2018/2019 school year as administrator for the 403B Plan and the 457(b) Plan.

**BOARD WORK SESSION**

**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**A. APPROVAL OF APPOINTMENTS - continued**

**23. A RESOLUTION AWARDING AN EXTRAORDINARY UNSPECIFIABLE SERVICES CONTRACT TO PHOENIX ADVISORS, LLC FOR CONTINUING DISCLOSURE AGENT SERVICES AND INDEPENDENT REGISTERED MUNICIPAL ADVISOR**

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

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

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

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

**NOW THEREFORE, BE IT, RESOLVED**, upon the recommendation of the Assistant Superintendent, Business/Board Secretary, the Board hereby approves a contract between the Board and Phoenix Advisors, LLC for the provision of continuing disclosure agent and financial advisor services in accordance with the terms of their proposal, at a total cost not to exceed Seventeen Thousand Five Hundred Dollars (\$17,500) for the period July 1, 2018 through June 30, 2019; 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 8, 2018**

**B. BUSINESS AND FACILITIES**

**A. APPROVAL OF APPOINTMENTS - continued**

**24. RESOLUTION TO APPROVE SCHOOL PHYSICIAN**

**WHEREAS**, The Cherry Hill Board of Education (the “Board”) has determined that it is necessary to retain the services of a school physician to serve as the District’s Medical Inspector; 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 Virtua Health (“Virtua”) is qualified to provide such 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 approves a professional services contract between the Board and Virtua to serve as the District’s Medical Inspector pursuant to *N.J.S.A.* 18A:40-1 for the term of July 1, 2018 through June 30, 2019, at an annual fee of \$20,000 plus a fee of \$200 per physician per game for physician services at home football games; and be it

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



## **BOARD WORK SESSION**

**May 8, 2018**

### **B. BUSINESS AND FACILITIES**

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

#### **1. POLICIES**

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

#### **2. CODE OF ETHICS**

It is recommended that the Board adopt and sign the Code of Ethics Form. The School Ethics Act and Code of Ethics for School Board Members has been received and discussed; and that the Policies and Procedures regarding training of District Board of Education members has been adopted; and that each Board of Education member acknowledges receipt of the Code of Ethics for School Board Members and has become familiar with the Code of Ethics.

### **C. APPROVAL OF RESOLUTION – EDUCATIONAL SERVICES**

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

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

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**D. APPROVAL OF RESOLUTION – BOARD MEETING ADVERTISEMENTS**

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

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

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

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

1. That the notice of regularly scheduled meetings will be posted in the Board of Education Administrative Office, 45 Ranoldo Terrace, Cherry Hill, New Jersey;
2. That the aforesaid notice shall be mailed to the Courier Post and the Philadelphia Inquirer, the newspapers designated by this Board to receive the notice required by the provisions of the Open Public Meetings Act;
3. That the aforesaid notice be filed with the Clerk of Cherry Hill Township;
4. That the regular meetings of the Cherry Hill Board of Education during the period of July 2018 through June 2019 shall be listed as follows.

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**D. APPROVAL OF RESOLUTION – BOARD MEETING ADVERTISEMENTS**  
 continued

**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.

<b><u>Date 2018</u></b>	<b><u>Location</u></b>	<b><u>Date 2019</u></b>	<b><u>Location</u></b>
July 24	Malberg	January 22	Malberg
August 28	Malberg	February 26	Malberg
September 16	Malberg	March 26	Malberg
October 13	Malberg	April 30	Malberg
November 27	Malberg	May 28	Malberg
December 18	Malberg	June 25	Malberg

**Organization Meeting will be held on January 3, 2019**

**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.

<b><u>Date 2018</u></b>	<b><u>Location</u></b>	<b><u>Date 2019</u></b>	<b><u>Location</u></b>
July 10 – COW	Malberg	January 8	Malberg
August 14	Malberg	February 12	Malberg
September - none	Malberg	March 12	Malberg
October - none	Malberg	April 9	Malberg
November 13	Malberg	May 14	Malberg
December - none	Malberg	June 11	Malberg

COW – Committee of the Whole

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**E. APPROVAL OF BANK ACCOUNTS AND BANK SIGNATORIES**

It is recommended that Republic Bank be designated the official bank depository for the following Board accounts:

<b>Account</b>	<b>Account #</b>	<b>No. of Signatures</b>	<b>Signatories</b>
Current Account	1364383	3 of 3	Board President, Board Vice President, Secretary of the Board of Education, Treasurer
Payroll Account	1364405	1 of 1	Treasurer
Agency Account	1364413	1 of 3	Asst. Superintendent Business/Board Secretary, Asst. Business Administrator/Asst. Board Secretary, Treasurer
Food Service Account	1364588	2 of 4	Asst. Superintendent Business/Board Secretary, Asst. Business Administrator/Asst. Board Secretary, Accountant, Senior Accountant
Student Activity Fund Account (Middle/Elementary)	1364537	2 of 4	Asst. Superintendent Business/Board Secretary, Asst. Business Administrator/Asst. Board Secretary, Accountant, Senior Accountant
Student Activity Fund Account (High School East)	1364553	2 of 3	Principal, Asst. Principal-Activity Fund, Coordinator of Student Activities
Student Activity Fund Account (High School West)	1364561	2 of 3	Principal, Asst. Principal-Activity Fund, Coordinator of Student Activities
Unemployment Trust Account	1364545	2 of 4	Asst. Superintendent Business/Board Secretary, Asst. Business Administrator/Asst. Board Secretary, Accountant, Senior Accountant
Capital Reserve Account	1364456	2 of 4	Asst. Superintendent Business/Board Secretary, Asst. Business Administrator/Asst. Board Secretary, Accountant, Senior Accountant

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**E. APPROVAL OF BANK ACCOUNTS AND BANK SIGNATORIES continued**

<b>Account</b>	<b>Account #</b>	<b>No. of Signatures</b>	<b>Signatories</b>
Internal Service Fund - Prescription Account	1364502	2 of 4	Asst. Superintendent Business/Board Secretary, Asst. Business Administrator/Asst. Board Secretary, Accountant, Senior Accountant
School Age Child Care/STEP	1364464	2 of 5	Asst. Superintendent Business/Board Secretary, Asst. Business Administrator/Asst. Board Secretary, Accountant, Senior Accountant, Principal of Barclay/SACC
Elizabeth Conner Scholarship Account	1364472	1 of 1	Assistant Superintendent Business/Board Secretary
Kauffman Scholarship Account	1364480	1 of 1	Assistant Superintendent Business/Board Secretary
Scholarships (High School East)	1757113	1 of 1	Assistant Superintendent Business/Board Secretary
Scholarships (High School West)	1757105	1 of 1	Assistant Superintendent Business/Board Secretary

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**E. APPROVAL OF BANK ACCOUNTS AND BANK SIGNATORIES continued**

Petty Cash Account

It is recommended that the following petty cash funds be established:

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

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**F. APPROVAL OF TAX RECEIPT SCHEDULE 2018-2019**

<u>Month and Day Payable</u>	<u>General Fund</u>	<u>Debt Service</u>
July 6, 2018	\$7,215,036.00	
July 20, 2018	7,215,036.00	
August 1, 2018		\$1,296,035.00
August 10, 2018	14,430,072.00	
September 7, 2018	14,430,072.00	
October 5, 2018	14,430,072.00	
November 9, 2018	14,430,072.00	
December 7, 2018	14,430,070.00	
		-----
Total July through December, 2018	86,580,430.00	1,296,035.00
January 11, 2019	14,430,072.00	
February 4, 2019		1,296,034.00
February 8, 2019	14,430,072.00	
March 8, 2019	14,430,072.00	
April 5, 2019	14,430,072.00	
May 10, 2019	14,430,072.00	
June 7, 2019	14,430,069.00	
		-----
Total January through June, 2019	86,580,429.00	1,296,034.00
 TOTAL 2018-2019 YEAR	 <u>\$173,160,859.00</u>	 <u>\$2,592,069.00</u>

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 1. FINANCIAL REPORTS**

a) **BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR MARCH 2018**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of March 31, 2018 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, 2018 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 2018**

It is recommended that the 2017/2018 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 2018**

It is recommended that the Operating Statement for Cherry Hill Food Services for the months ending March 2018 be accepted as submitted.

d) **SACC FINANCIAL REPORT FOR MARCH 2018**

It is recommended that the Financial Report for the Cherry Hill School Age Child Care Program for the months of March 2018 be accepted as submitted.



**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 1. FINANCIAL REPORTS** continued

e) DISBURSEMENT OF FUNDS

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

f) APPROVAL OF BILL LIST

It is recommended that the Bill List(s) dated \_\_\_\_\_, 2018 in the amount of \$ \_\_\_\_\_ be approved as submitted.

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTIONS**

a) **RESOLUTION AUTHORIZING THE USE OF COOPERATIVE PURCHASING AGREEMENTS**

**WHEREAS**, the Cherry Hill Board of Education has the need on a timely basis to purchase goods and services utilizing cooperative purchasing agreements through the following cooperatives;

New Jersey:

Educational Data  
Educational Services Commission of New Jersey  
Hunterdon County Educational Services Commission  
Camden County Educational Services Commission

National:

US Communities  
National IPA (NIPA)  
PEPPM  
National Joint Powers Alliance (NJPA)  
National Association of State Procurement Officials-Valuepoint  
National Cooperative Purchasing Alliance (NCPA)  
Keystone Purchasing Network (KPN)

**NOW, THEREFORE, BE IT RESOLVED**, the Cherry Hill Board of Education authorizes the Purchasing Agent to purchase certain goods from those approved cooperative purchasing agreements as listed below for the 2018/2019 school year pursuant to all conditions of the individual awarded bids; and

**BE IT FURTHER RESOLVED** that Lynn E. Shugars, Board Secretary shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods.

<u>Vendor</u>	<u>Commodity</u>	<u>Method</u>	<u>Award</u>
School Specialty	General Teaching Supplies	Ed-Data	7781952922
General Chemical	Custodial Supplies	Educational Services Commission	ESCNJ 17/18-47
General Chemical	MSRP-Custodial	Ed-Data	GCS8578
General Chemical	MSRP-Green Custodial Products	Ed-Data	GCS8571

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTIONS** – continued

a) **RESOLUTION AUTHORIZING THE USE OF COOPERATIVE PURCHASING AGREEMENTS** – continued

<u>Vendor</u>	<u>Commodity</u>	<u>Method</u>	<u>Award</u>
Network Services (Penn Jersey Paper)	Janitorial and Sanitation Supplies	National IPA	151148
Aruba Networks Inc (E-Plus Technology/Comm Solutions)	Data Communications Equipment	NJ State Contract	88133
Barracuda (E-Plus Technology)	Data Communications Equipment	NJ State Contract	88792
Cisco (E-Plus Technology)	Data Communications Equipment	NJ State Contract	87720
Dell Computer Corporation	NASPO Valuepoint Computer	NJ State Contract	89967
Vertical Communications (RFP Solutions)	Telecommunications Equipment and Services	NJ State Contract	80809
Staples Advantage	Office Supplies	Ed-Data	SPLS8004
WB Mason, Inc	Copy Paper	Ed-Data	EDS-NJ-S-#8856
Apple Education	Apple Educational Products	Educational Services Commission	MRESC 15/16-69
Tanner North Jersey Furniture	Furniture	Ed-Data	6259
Keyboard Consultants	Interactive Whiteboards	Ed-Data	8572
Keyboard Consultants	SMART Board Technology	Educational Services Commission	ESCNJ 16/17-28
Supplyworks	Janitorial Supplies	US Communities	USC 17-21
Supplyworks	Maintenance & Hardware Supplies	US Communities	USC16154
Virco	Education Furniture	US Communities	USC R-TC-18004

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTIONS** – continued

a) **RESOLUTION AUTHORIZING THE USE OF COOPERATIVE PURCHASING AGREEMENTS** - continued

<u>Vendor</u>	<u>Commodity</u>	<u>Method</u>	<u>Award</u>
SHI International Corporation	Software License & Related Services	NJ State Contract	89851
W W Grainger	Custodial Supplies	Ed-Data	8685/8688
W W Grainger	Industrial/MRO Supplies & Equip	NJ State Contract	79875
Direct Flooring	Flooring	Educational Services Commission	MRESC 14/15-64
Ackerson Drapery	Stage Curtains Install & Repair	Educational Services Commission	MRESC 15/16-47
Amazon	Online Marketplace	US Communities	USC R-TC-17006
Franklin-Griffith, LLC	Electrical Equipment & Supplies	NJ State Contract	85580
Home Depot	MRO Walk-In Building Supplies	NJ State Contract	M8001
Home Depot	Paint & Paint Supplies	US Communities	USC170009
Passon's Sport & US Games/BSN Sports	Athletic Supplies	Ed-Data	3077546
Passon's Sport & US Games/BSN Sports	MSRP Athletic	Ed-Data	3077379
Passon's Sport & US Games/BSN Sports	Physical Education Supplies	Ed-Data	3077539-2017
Sportsfield Specialties	Athletic Equipment-Loose & Installed	KPN	201302-02
CDW-G	SMART Board Technology	Educational Services Commission	ESCNJ 16/17-28

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTIONS** – continued

b) **SCHOOL BUS EMERGENCY EVACUATION SECOND DRILLS REPORT**

WHEREAS, pursuant to N.J.A.C. 6A:27-11.2, all school bus emergency first drills have been successfully completed at all schools as indicated. Reports are kept on file in the Transportation Department office.

<b>SCHOOL</b>	<b>DATE &amp; TIME</b>	<b>SCHOOL LOCATION</b>	<b>ROUTES</b>	<b>WALKERS</b>	<b>PRINCIPAL/ SUPERVISOR</b>
Alternative High School	4/20/18 2:15PM	45 Ranoldo Terrace	AV1-AV7	n/a	Dr. Lawyer Chapman
High School East	4/11/18 6:50AM	1750 Kresson Road	E1-32, EW1-8, Q-P917	n/a	Mr. Louis Papa
High School West	3/29/18 7AM	2101 Chapel Avenue	W1-16, WE1-4, CHV23, 65-69	n/a	Mrs. Donean Chinn-Parker
Beck Middle School	4/10,11/18 7:30AM	950 Cropwell Road	B1-19, CHV2-5, 25	No	Dr. Albert Morales
Carusi Middle School	4/11/18 7:45AM	315 Roosevelt Drive	C1-20, CHV8,11,14, QC118	No	Dr. John Cafagna
Rosa Middle School	1/31/18 7:30AM	485 Browning Lane	R1-R21, CHV10,22,24,74	n/a	Mr. George Guy
Barclay Early Childhood Center	4/11/18 9AM & 1PM	1220 Winston Way	BCV3,4,5,8,9,10,12-15,17,18,19,20,22-28	No	Ms. Karen Rockhill
Barton Elementary School	4/11/18 9:15AM	223 Rhode Island Avenue	CB1-CB9, CHV12,21,26	Yes	Mr. Sean Sweeney
Cooper Elementary School	4/11/18 8:45AM & 12:45PM	1960 Greentree Road	JC1, CHV15,16,18,19,20, JCK2	Yes	Mrs. Rebecca Tiernan
Harte Elementary School	2/27/18 9AM	1909 Queen Ann Road	BH1-4, CHV13,34-37	No	Dr. Neil Burti
Johnson Elementary School	3/29/18 9AM	500 Kresson Road	JJ1-10, CHV28-32,79	Yes	Mr. Jared Peltzman
Kilmer Elementary School	3/27/18 8:45AM	2900 Chapel Avenue	JK1-7, TP-5, BCV7	Yes	Mrs. Eloisa DeJesus-Woodruff

**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTIONS** – continued

b) **SCHOOL BUS EMERGENCY EVACUATION SECOND DRILLS REPORT** – continued

<b>SCHOOL</b>	<b>DATE &amp; TIME</b>	<b>SCHOOL LOCATION</b>	<b>ROUTES</b>	<b>WALKERS</b>	<b>PRINCIPAL/ SUPERVISOR</b>
Kingston Elementary School	3/14/18 8:55AM	320 Kingston Road	KG1,2, CHV38-43	No	Dr. William Marble
Knight Elementary School	2/5/18 8:45AM & 12:45PM	140 Old Carriage Road	RK1-6, RKK 2-3, CHV44-48	No	Mr. Eugene Park
Mann Elementary School	3/28/18 9:06AM	150 Walt Whitman Boulevard	HM1,2,3,5, CHV49-52	Yes	Dr. Shilpa Dave'
Paine Elementary School	4/13/18 8:30AM, 8:45AM, 12:30PM	4001 Church Road	TP1-4, TP-6, TP-8, TPK-3, CHV53-56	Yes	Mr. Michael Cheeseman
Sharp Elementary School	3/28/18 8:40AM	300 Old Orchard Road	JS-1,JS-3, JS-5, CHV27, CHV57-CHV62	No	Mr. Ric Miscioscia
Stockton Elementary School	4/10/18 9:10AM	200 Wexford Drive	RS1-7, 9, CHV63,64,76,77, BCV6	Yes	Mr. James Riordan
Woodcrest Elementary School	3/6/18 8:40AM	400 Cranford Road	WC2,4,5,6, CHV71,72,73, WCK-1	No	Mr. Jonathan Cohen

**BOARD WORK SESSION**

**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 3. RESOLUTION FOR PARTICIPATION IN COORDINATED  
TRANSPORTATION**

**RECOMMENDATION:**

It is recommended that the contract for Participation in Coordinated Transportation Services with Monmouth-Ocean Educational Services Commission for the five (5) year period from July 1, 2018 through June 30, 2023, per the agreement on file in the Business Administrator's office, be approved as submitted.

**ITEM 4. RESOLUTION FOR THE AWARD OF BIDS**

- a) #1718-26 – FENCE INSTALLATION AND RELATED WORK AT ROSA  
MIDDLE SCHOOL (5-18-18)

INFORMATION TO BE READY FOR ACTION AGENDA PENDING REVIEW.

**BOARD WORK SESSION**

**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 5. RESOLUTION FOR THE AWARD OF TRANSPORTATION**

a) ROUTE #Q-BW418 – BARTON ELEMENTARY SCHOOL - WHEELCHAIR

**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
Clara Barton Elementary School	Q-BW418 (Wheelchair)	n/a	First Student, Inc. (Lawnside)	1	4/19/18-6/21/18	45	\$229.00	\$53.00	\$12,690.00

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

b) MCKINNEY- VENTO / DCP&P

**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 to transport McKinney-Vento / DCP&P student(s):

School	Route	Transport From	Bus Company	# of students	Effective Date	# Days	Route Cost per diem	Aide Cost per diem	Total Cost
Bret Harte Elementary School	Q-BH418	Atco, NJ & Egg Harbor, NJ	Hillman's Bus Service, Inc.	2	5/1/18-6/21/18	37	\$443.00	n/a	\$16,391.00

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



**BOARD WORK SESSION**  
**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 5. RESOLUTION FOR THE AWARD OF TRANSPORTATION –**  
 continued

c) JOINTURES

**RECOMMENDATION:**

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

School	Route	Transport From	Bus Company	# of students	Effective Date	# Days	Route Cost per diem	Aide Cost per diem	Total Cost
Cherry Hill Alternative High School (Joiner)	CH01	Township of Franklin Public Schools	N/A	1	3/26/18-6/30/18	57	\$288.12	n/a	\$16,423.12
Archbishop Damiano School (Host)	SJ-1 (AM Only)	Cherry Hill, NJ	Holcomb Transportation, LLC	1	4/23/18-6/22/18	44	\$91.00	n/a	\$4,004.00

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

d) Extended School Year

**RECOMMENDATION:**

Quotes were solicited by the Transportation Department with the low quote awarded. It is recommended that administrative approval be granted for the following routes for the extended school year.

School	Route	Transport From	Bus Company	# of students	Effective Date	# Days	Route Cost per diem	Aide Cost per diem	Total Cost
HollyDell School	QS-HD4 (AM only)	n/a	West Berlin Bus Service	1	7/2/18-8/17/18	34	\$164.00	n/a	\$5,576.00

Account Code: 11-000-270-514-83-0002

**BOARD WORK SESSION**

**May 8, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 6. ACCEPTANCE OF DONATIONS**

<u>SCHOOL</u>	<u>DONATION</u>	<u>GROUP OFFERING DONATION</u>	<u>VALUE</u>
Mann	Monetary- to be used for Flexible Seating	Cherry Hill Education Foundation	\$2,992.00 *
East	Monetary- to be used for broadcasting equipment	East PTA	\$7,000

\*Unexpended funds will be returned to Cherry Hill Education Foundation

**BOARD WORK SESSION**

May 8, 2018

**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.**
- **Create an actionable plan “Cherry Hill Public Schools 2020: A clear vision for the future,” to encompass items to be included in a referendum.**

The Superintendent recommends the following:

1. Leaves of Absence—Certificated
2. Leaves of Absence—Non-Certificated
3. Approval of Sidebar Agreement

**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>
Eloisa DeJesus-Woodruff	Kilmer – Principal	Leave with pay 4/06/18-6/12/18 Leave without pay 6/13/18-6/29/18 (revised for dates)
Maureen Divietro	Kilmer – 5 <sup>th</sup> Grade	Leave with pay 4/30/18-5/04/18
Lisa Hubbard	Barton – Special Education	Leave with pay 4/23/18-4/25/18 (am); Leave without pay 4/25/18(pm) -6/30/18
Cynthia Lanni	Stockton/Cooper – Art	Leave with pay 3/13/18-5/15/18; Leave without pay 5/16/18-5/31/18 (revised for dates)
Bridget McDermet	Harte – Special Education	Leave without pay 4/11/18 (pm)-4/16/18
Andrea Tierney	Art – Sharp/Harte	Leave with pay 3/30/18-4/27/18 (am); Leave without pay 4/27/18(pm) -6/30/18

**BOARD WORK SESSION**

**May 8, 2018**

**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>
James Hollander	District – HVAC Controls	Leave without pay 4/20/18-5/17/18
Anthony Incollingo	CHHS West – Educational Assistant	Leave with pay 4/23/18-5/22/18 (am); Leave without pay 5/22/18 (pm)-6/30/18; Leave without pay 9/01/18-TBD
Janis Jones	Knight – Secretary	Intermittent leave with pay 4/23/18-7/23/18
Nadine Lamanna	Barclay – Educational Assistant	Leave without pay 4/23/18-TBD
Jothi Raja	Woodcrest – Educational Assistant	Leave with pay 6/13/18-6/14/18; Leave without pay 6/15/18-6/21/18
Olga Rivera De Jimenez	Beck – Cleaner	Leave without pay 5/21/18-5/25/18
Julia Smith	Mann – Educational Assistant	Leave without pay 5/10/18-5/22/18
Dragana Stankovic	Paine – Lead Cleaner	Leave without pay 4/20/18-5/11/18
Sandra Suarez De Irizzary	CHHS East – Cleaner	Leave with pay 4/20/18-5/01/18; Leave without pay 5/02/18-7/22/18

**ITEM 3. APPROVAL OF SIDEBAR AGREEMENT**

(a) CHEA Sidebar Agreement

Be it resolved that the sidebar agreement regarding employee #4967 between the Cherry Hill Board of Education and Cherry Hill Education Association be approved as presented effective 7/01/18.

**BOARD WORK SESSION**

**May 8, 2018**

**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.**
- **Create an actionable plan, “Cherry Hill Public Schools 2020: A clear vision for the future,” to encompass items to be included in a referendum.**

The Superintendent recommends the following:

1. Second Reading of Policies
2. Calendar Discussion

**ITEM 1. SECOND READING OF POLICIES**

**RECOMMENDATION:**

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

- Policy and Regulation 5561: Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (mandated revisions)

**ITEM 2. CALENDAR DISCUSSION**

Back up to be provided.

**BOARD WORK SESSION**

**May 8, 2018**

**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.**
- **Create an actionable plan, “Cherry Hill Public Schools 2020: A clear vision for the future,” to encompass items to be included in a referendum.**

**NO ITEMS**