

CHERRY HILL PUBLIC SCHOOLS  
Cherry Hill, New Jersey

BOARD OF EDUCATION WORK SESSION AND SPECIAL ACTION MEETING MINUTES

March 13, 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 March 13, 2018.

The meeting was called to order by Mr. Goodwin 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 MARCH 9, 2018.
- (B) TRANSMITTED NOTICE TO THE COURIER POST AND THE PHILADELPHIA INQUIRER ON MARCH 9, 2018.
- (C) TRANSMITTED NOTICE WITH THE CLERK OF CHERRY HILL TOWNSHIP ON MARCH 9, 2018.

A roll call recorded the following Board Members as present:

Mr. Eric Goodwin	Mrs. Jane Scarpellino
Mrs. Kathy Judge	Mrs. Ruth Schultz
Mrs. Carol A. Matlack	Mr. Ken Tomlinson
Mrs. Lisa Saidel	Dr. Edward Wang

Dr. J. Barry Dickinson – absent

Student Representatives:

Lauren Atkin, H.S. East Alternate      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, Mrs. B. Wilson and Mr. J. Middleton (Becica Associates, LLC).

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. Judge made and Mrs. Matlack seconded a motion to adjourn to Executive Session for matters pertaining to student matters, human resource matters and legal matters at 6:18 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 7:02 P.M.

Public Discussion:

The floor was opened for public discussion. There being no public discussion, Mr. Goodwin 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.

Presentations:

A video clip of the spring musical “Phantom of the Opera” being performed at Cherry Hill High School West was shown.

Mrs. Shugars and Mr. Middleton gave a presentation of the Bond Referendum.

**SPECIAL ACTION**

**March 13, 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:

1. Approval of Attendance at Conferences and Workshops for the 2017-2018 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	Laura Harmon, Kilmer Elementary School	2018 Oake National Choir and Music Ed Conference, Oklahoma City, OK	March 22-25, 2018	\$260.00 Registration

Motion Mrs. Saidel Second Mrs. Matlack Vote Ayes - 8 No - 0  
Dr. Dickinson – absent

**SPECIAL ACTION AGENDA**

**March 13, 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. Financial Reports
2. Resolution for the Award of Bids

**ITEM 1. FINANCIAL REPORTS**

a) APPROVAL OF BILL LIST

It is recommended that the Bill Lists dated March 13, 2018 in the amount of 1<sup>st</sup> Bill List \$278,155.24 and the 2<sup>nd</sup> Bill List in the amount of \$1,148,156.82 be approved as submitted.

b) DISBURSEMENT OF FUNDS

<u>FUND</u>	<u>AMOUNT</u>	<u>REPORT DATED</u>
SACC Bill List	\$4,902.87	3/13/18

**SPECIAL ACTION AGENDA**

**March 13, 2018**

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

- a) #1718-9 – FIRE AND SECURITY ALARM SYSTEMS MONITORING, TESTING, INSPECTIONS, MAINTENANCE AND REPAIRS (2-28-18)

**RECOMMENDATION:**

Specifications for a vendor to provide fire and security alarm systems monitoring, testing, inspections, maintenance and repairs were advertised and solicited with the following results. It is recommended that Bid #1718-9 – Fire and Security Alarm Systems Monitoring, Testing, Inspections, Maintenance and Repairs be awarded as follows based on the lowest responsive and responsible bidder.

	Franklin Alarm, Franklinville, NJ	
<b>Service</b>	Supporting Documentation	Total Sum
Automatic Fire Detection and Alarm Systems Monitoring including all associated fees	Schedule A	\$13,680.00
Passenger Elevator Emergency Telephone Monitoring including all associated fees	Schedule B	96.00
Security Alarm Systems Monitoring including all associated fees	Schedule C	4,800.00
Automatic Fire Detection and Alarm Systems Testing, Inspection including all associated fees	Schedule D	
	1 <sup>st</sup> Inspection Cost	2,900.00
	2nd Inspection Cost	2,900.00
<b>Hourly Costs</b>		
Hourly Service Technician Cost for Automatic Fire Detection and Alarm System Maintenance and Repair	Regular Rate \$ Per hour	
· Fully Loaded Hourly Rate including benefits, taxes and insurance	\$90.00	\$3,600.00
· Billed for On-site time only		
· Stocked service truck	Overtime Rate	
· Administrative costs	\$135.00 per hour	
· Overhead and profit	Holiday Rate	
	\$180.00 per hour	
Hourly Service Technician Cost for Security System Maintenance and Repair	Regular Rate \$ Per hour	
· Fully Loaded Hourly Rate including benefits, taxes and insurance	\$90.00	\$900.00
· Billed for On-site time only		
· Stocked service truck	Overtime Rate	
· Administrative costs	\$135.00 per hour	
· Overhead and profit	Holiday Rate	
	\$180.00 per hour	
Parts Cost Mark-Up	10%	
Grand Total		\$28,876.00

**Resolution #104-3'18**

**SPECIAL ACTION AGENDA**

**March 13, 2018**

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

- b) #1718-14 – EXTERIOR DOOR REPLACEMENT AND RELATED WORK AT VARIOUS CHERRY HILL PUBLIC SCHOOLS SITES AND WALL REPAIR AND RELATED WORK AT MANN ELEMENTARY SCHOOL (11-14-17)

WHEREAS, the Cherry Hill Board of Education awarded a bid on November 28, 2017 to Peter V. Pirozzi General Contracting, LLC for exterior door replacement, wall repair and related work at various schools (the “Project”); and

WHEREAS, on February 27, 2017, the Board terminated its contract with Peter V. Pirozzi General Contracting, LLC for convenience; and

WHEREAS, W.J. Gross, Inc., 495 Center Street, Sewell, New Jersey (“W.J. Gross”) was the next lowest responsible and responsive bidder on the prior bid for the Project; and

WHEREAS, W.J. Gross has agreed to perform the Project at its original bid price; and

WHEREAS, there is a need to expedite completion of the Project; and

WHEREAS, on March 8, 2018, the Interim Executive County Superintendent for Camden County approved the Project as meeting the emergency criteria of N.J.A.C. 6A:23A-13.3(h), thereby justifying a contract award without further public bidding;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education authorizes award of a contract for the Project to W.B. Gross in accordance with the terms of the original bid specifications and W.B. Gross’s bid, with appropriate adjustment to the original Project completion milestones; and be it

FURTHER RESOLVED, that the Board President is authorized to execute an appropriate contract with W.B. Gross upon approval of the form of same by the Board Solicitor.

**Resolution #105-3’18**

Motion: Mr. Goodwin Second: Mrs. Scarpellino Vote: Ayes - 8 No - 0  
Dr. Dickinson – absent

Exceptions:

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

Motion: Mr. Goodwin Second: Mrs. Scarpellino Vote: Ayes - 7 No - 0-1\*  
Dr. Dickinson – absent

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

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

Motion: Mr. Goodwin Second: Mrs. Scarpellino Vote: Ayes - 7 No - 0-1\*  
Dr. Dickinson – absent

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

**SPECIAL ACTION AGENDA**

**March 13, 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. Assignment/Salary Change—Non-Certificated
6. Other Compensation—Certificated
7. Other Motions

**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>
Amanda Fry	Harte	5 <sup>th</sup> Grade	\$55,031	7/01/18	Personal
Marcia Ruberg	Rosa	Psychologist	\$117,140	7/01/18	Retirement

**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>
Rebecca Forrest	Barton	Educational Assistant	\$12,556	3/05/18	Personal
Cheryl Little	Woodcrest	SACC, Teacher II	\$11.55	3/15/18	Personal

**SPECIAL ACTION AGENDA**

**March 13, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 3. APPOINTMENTS—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</u>
Martha Moore	Johnson - .5 Title I Teacher (New Position – Budget #20-232-100-101-12-0100)	On or about 3/14/18-6/30/18	\$27,515 .5 Masters, Step 5 Prorated

(b) Co-Curricular

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Stipend</u>
Michael Mancinelli	Beck – Assistant Coach, Boys & Girls Track (Spring)	9/01/17-6/30/18	\$3,538

(c) Substitute Teachers

**RECOMMENDATION:**

Be it resolved that the persons listed (district educational assistant) be approved as substitute teachers effective 3/14/18-6/30/18.

<u>Name</u>	<u>Name</u>
Ruth Gluck	Jocelyn Tavarez

(d) Practicum Experience

**RECOMMENDATION:**

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

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Psychologist/School</u>
Carmelo Gaudite	Philadelphia College of Osteopathic Medicine	9/05/18-6/21/19	Maria Castro/Kilmer



**SPECIAL ACTION AGENDA**

**March 13, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(e) Field Experience

**RECOMMENDATION:**

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

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Teachers/School</u>
Melanie Hudson	Grand Canyon	3/01/18-3/22/18	Kelli Bankert/Barclay
Trevor Hahn	Rowan	3/01/18-4/12/18	Bridget Schaeffer/Carusi
Raphael Jackson	Rowan	3/01/18-4/12/18	Bridget Schaeffer/Carusi
Paige Landgraf	Rowan	3/01/18-4/12/18	Bridget Schaeffer/Carusi
Chase Luisi	Rowan	3/01/18-4/12/18	Bridget Schaeffer/Carusi
Ramata Mansaray	Rowan	3/01/18-4/12/18	Bridget Schaeffer/Carusi
John Pizzo	Rowan	3/01/18-4/12/18	Bridget Schaeffer/Carusi
Rafael Santiago	Rowan	3/01/18-4/12/18	Richard D' Alessandro/Carusi
Ashley Seifert	Rowan	3/01/18-4/12/18	Richard D' Alessandro/Carusi
Garrett Troisi	Rowan	3/01/18-4/12/18	Richard D' Alessandro/Carusi
Dymire Williams	Rowan	3/01/18-4/12/18	Richard D' Alessandro/Carusi

(f) 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>
Samuel Donsky	Temple	3/07/18-3/21/18	Kimberly Blinsinger/Mann

(g) Curriculum Writing – Kindergarten

**RECOMMENDATION:**

Be it resolved that the persons listed be approved to participate in Kindergarten curriculum writing work between 3/27/18-6/30/18 at the rate of \$35.71/hr. (for a total of 6 hrs/person).

<u>Name</u>	<u>Name</u>	<u>Name</u>	<u>Name</u>
Katelyn Bower	Lynn Bresnahan	Stacey Decaro	Rachel Glass
Kathleen McEleney	Patrick McHenry	Christina Morrell	Lisa Seward
Tessa Wellborn	Alyson Wiecek	Melissa Wohlforth	

**SPECIAL ACTION AGENDA**

**March 13, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(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>
Marcella Nazzario-Clark	Terry Haber	Kilmer	3/12/18-4/20/18	\$550 Prorated

**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>Hourly Rate</u>
Mark Harris	Beck – Educational Assistant (Replacing B. Whitcraft – 32.5 hrs/wk)	On or about 4/23/18-6/30/18	\$10.22

**ITEM 5. 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>Salary/ Hourly Rate</u>
Sandra-Lee Chase	Stockton – SACC, Teacher II (10 hrs./wk., \$12.62/hr.)	District – SACC, Substitute Teacher II	3/15/18-6/30/18	\$11.00
Joseph Miller	Alternative HS/Malberg – Cleaner (\$32,337)	Alternative HS/Malberg – Lead Cleaner	3/05/18-6/30/18	\$33,572 Prorated (includes \$992 for Boilers License)
Francisca Vega	Paine – Cleaner (\$32,080)	Alternative HS/Malberg – Cleaner	3/05/18-6/30/18	\$32,080 Prorated

**SPECIAL ACTION AGENDA**

**March 13, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(a) Reassignment - continued

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>	<u>Salary/ Hourly Rate</u>
Susan McGunnigle	Marlkress – Technology Systems Specialist (\$44,319)	Marlkress - Student Management Systems Coordinator (Replacing C. Buckwalter)	3/14/18-6/30/18	\$51,475 Prorated

(b) Increase in Hours Worked

**RECOMMENDATION:**

It is recommended that the hours worked of the persons listed (Exceptional Educational Assistants at Beck MS) be adjusted from 32.5 hours per week to 35 hours per week effective 3/12/18-6/30/18.

<u>Name</u>	<u>Name</u>	<u>Name</u>
Sandra Bennett	Cathleen Clark	Brenda Callari

**ITEM 6. 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>
Christine Mason	Social Studies	CHHS East	3/01/18-3/30/18	\$1,872
Susan McKee	Social Studies	CHHS East	3/01/18-3/30/18	\$1,872
Meghan Mikulski	Social Studies	CHHS East	3/01/18-3/30/18	\$1,619
Marc Pierlott	Social Studies	CHHS East	3/01/18-3/30/18	\$1,721
Julian Vann	Social Studies	CHHS East	3/01/18-3/30/18	\$1,116
Andrea Schafer*	Mathematics	Carusi	12/18/17-2/14/18	\$1,912
Thea Dorado*	Mathematics	Carusi	12/18/17-2/14/18	\$1,643

\*Revised for dates and amount

**SPECIAL ACTION AGENDA**

**March 13, 2018**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 7. OTHER MOTIONS**

(a) Additional Responsibilities

**RECOMMENDATION:**

Be it resolved that Donald Bart, Director of Support Operations at Malberg be paid a stipend of \$250/week for assuming additional responsibilities from 2/01/18 with end date to be determined.

Motion Mrs. Judge \_\_\_\_\_ Second Mrs. Saidel \_\_\_\_\_ Vote Ayes - 8 No - 0  
Dr. Dickinson – absent

Exceptions:

Item #3(e) (Rowan University)

Motion Mrs. Judge \_\_\_\_\_ Second Mrs. Saidel \_\_\_\_\_ Vote Ayes - 7 No - 0-1\*  
Dr. Dickinson – absent

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

**SPECIAL ACTION AGENDA**

**March 13, 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. Approval of Harassment/Intimidation/Bullying Investigation Decisions
2. First Reading of Policies
3. Approval of Resolution on Underfunding in State Aid to Schools

**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: 4259	Affirmed	17-18: 4305	Affirmed	17-18: 4373	Affirmed
17-18: 4261	Affirmed	17-18: 4307	Affirmed	17-18: 4382	Affirmed
17-18: 4262	Affirmed	17-18: 4334	Affirmed	17-18: 4383	Affirmed
17-18: 4277	Affirmed	17-18: 4337	Affirmed	17-18: 4391	Affirmed
17-18: 4287	Affirmed	17-18: 4344	Affirmed	17-18: 4401	Affirmed
17-18: 4290	Affirmed	17-18: 4355	Affirmed	17-18: 4407	Affirmed
17-18: 4302	Affirmed	17-18: 4362	Affirmed	17-18: 4414	Affirmed
17-18: 4303	Affirmed	17-18: 4363	Affirmed	17-18: 4416	Affirmed

**ITEM 2. FIRST READING OF POLICIES**

- Draft Policy 8467: Weapons
- Draft Policy 8469: School Security Program

**RECOMMENDATION:**

It is recommended that the policies be approved for first reading as revised.

**SPECIAL ACTION AGENDA**

**March 13, 2018**

**D. POLICIES & LEGISLATION COMMITTEE continued**

**ITEM 3. APPROVAL OF RESOLUTION ON UNDERFUNDING IN STATE AID TO SCHOOLS**

WHEREAS, state leaders are currently preparing the fiscal year spending plan for 2018-2019 (FY19) in the form of budget proposals in which school aid amounts will be announced; and

WHEREAS, the School Funding Reform Act of 2008 (SFRA) remains the current law to provide state aid to public school districts; and

WHEREAS, pursuant to the SFRA, the Cherry Hill Public Schools have a deficit in state aid in excess of \$14,800,000 for 2017-2018 (FY18) alone; and

WHEREAS, in FY18, the Cherry Hill Public Schools received only 48% of their uncapped SFRA funding; and

WHEREAS, in FY18, 209 New Jersey school districts received more than 100% of their uncapped SFRA funding, largely through Adjustment Aid that was intended to be phased out years ago; and

WHEREAS, this unfair distribution of state aid has caused the taxpayers of the Township of Cherry Hill to pay in excess of \$14,800,000 more than their local fair share of property taxes in FY18; and

WHEREAS, the failure to fully fund the SFRA, or to fairly distribute available state aid to schools, or to increase the amount of Underadequacy Aid has denied the students of the Cherry Hill Public Schools the resources needed for their educational success; and

WHEREAS, the Cherry Hill Board of Education has held regular, public discussions about the ongoing, severe underfunding in state aid to the school district; and

WHEREAS, the Cherry Hill Board of Education has met with local and state legislators in support of school funding fairness; and

WHEREAS, the Cherry Hill Board of Education has informed citizens about the lack of equity in state aid distribution through publication, social media posts, and participation with the Cherry Hill Fair Funding Committee;

NOW THEREFORE BE IT RESOLVED, that the Cherry Hill Board of Education does appeal to the New Jersey Commissioner of Education and the Governor of the State of New Jersey to put forth a spending plan that fully funds the SFRA; and

BE IT FURTHER RESOLVED, that if the SFRA cannot be fully funded due to fiscal conditions, that the funds available for state aid to schools be fairly and proportionally divided per the SFRA formula; and

**SPECIAL ACTION AGENDA**

**March 13, 2018**

**D. POLICIES & LEGISLATION COMMITTEE continued**

**ITEM 3. APPROVAL OF RESOLUTION ON UNDERFUNDING IN STATE AID TO SCHOOLS - continued**

BE IT FURTHER RESOLVED, that if full redistribution is not possible this year, that sufficient additional monies be allocated to Underadequacy Aid to close the adequacy gap; and

BE IT FURTHER RESOLVED, that a copy of this resolution be presented to the New Jersey Commissioner of Education, the Governor of the State of New Jersey, the State Senator and State Assemblypersons from Legislative District 6, and the Mayor and Council President of Cherry Hill.

**Resolution #106-3'18**

Motion Mrs. Scarpellino Second Mrs. Matlack Vote Ayes - 8 No - 0  
Dr. Dickinson – absent

**SPECIAL ACTION AGENDA**

**March 13, 2018**

**E. STRATEGIC PLANNING COMMITTEE**

**Board Goals**

- **Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.**
- **Create a cost-effective budget that provides for educational resources as well as preventive maintenance and ongoing facilities improvement in all schools.**
- **Enhance communication with and outreach to internal and external stakeholders.**
- **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  
March 13, 2018

Mr. Goodwin called the Board Work Session to order from the Special Action meeting at 7:02 P.M.

The proposed Action Agenda for March 27, 2018 which is included as Appendix A was reviewed. The Board agreed to move the items on the agenda.

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

Second Public Discussion:

A student spoke on behalf of High School East teacher Tim Locke.

A parent spoke about an assembly held at High School East today and how it traumatized her student.

A parent stated his daughter is afraid of attending school and spoke about attending upcoming security meetings at the Middle Schools.

A parent stated they are pleased to see some of the efforts made by the Board recently and asked about State and Federal Funding. She also commented on the Fair Funding Resolution passed this evening.

A parent commented that they are pleased that community members are attending Board community meetings.

Mr. Goodwin called the meeting to order from the recess for public discussion and for a motion to adjourn.

Mrs. Matlack made and Mrs. Scarpellino seconded a motion to adjourn at 9:00 P.M. All Board members present voted in favor of the motion.

Respectfully submitted,

Lynn E. Shugars  
Assistant Superintendent  
Business/Board Secretary

# memorandum

**Date:** March 9, 2018

**To:** Members, Board of Education

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

## AGENDA

**EXECUTIVE SESSION 6:15 PM**

**SPECIAL ACTION MEETING—7:00 PM**

**BOARD WORK SESSION—Immediately following Special Action**

**March 13, 2018 - Malberg Board Room**

## BOARD OF EDUCATION COMMITTEES

### Curriculum & Instruction Committee Members (yellow)

Chairperson: Lisa Saidel

Administrative Liaison: Farrah Mahan

Committee Members: Carol Matlack, Ruth Schultz, Ken Tomlinson, Jr.

### Business & Facilities Committee Members (blue)

Chairperson: Eric Goodwin

Administrative Liaison: Lynn E. Shugars

Committee Members: J. Barry Dickinson, Ken Tomlinson, Jr., Edward Wang

### Negotiations, Human Resources & Litigation Committee Members (pink)

Chairperson: Kathy Judge

Administrative Liaison: Nancy Adrian

Committee Members: Eric Goodwin, Jane Scarpellino, Edward Wang

### Policy & Legislation Committee Members (green)

Chairperson: Jane Scarpellino

Administrative Liaison: Joe Campisi

Committee Members: J. Barry Dickinson, Ruth Schultz

### Strategic Planning (buff)

Chairperson: Carol Matlack

Administrative Liaison: Joe Meloche, Lynn E. Shugars

Committee Members: J. Barry Dickinson, Kathy Judge, Lisa Saidel

**BOARD WORK SESSION**  
**March 13, 2018**

**BOARD WORK SESSION**

- First Public Discussion (Agenda Items -up to three minutes per person)

**NEW BUSINESS**

- Second Public Discussion (up to three minutes per person)

**BOARD WORK SESSION**

**March 13, 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:

1. Approval of Attendance at Conferences and Workshops for the 2017-2018 School Year
2. Approval of Out of District Student Placements for the 2017-2018 School Year
3. Approval of Elementary Family Life Curriculum
4. Approval of Summer 2018 Programs
5. Approval of Meredith Keller Research
6. Approval to Refuse/Return FY2017 Perkins Funds

**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	Kristi Patrizzi, Sharp Elementary School	Response to Intervention – Practical Strategies for Intervening with Students – Reading	April 16, 2018	\$240.55 ESEA Title IIA

**BOARD WORK SESSION**

**March 13, 2018**

**A. CURRICULUM & INSTRUCTION**

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

<u>#</u>	<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>	<u>COST NOT TO EXCEED</u>
B	Benica Kim, Sharp Elementary School	Response to Intervention – Practical Strategies for Intervening with Students – Reading	April 16, 2018	\$240.55 ESEA Title IIA
C	Kim McDonald, Sharp Elementary School	Response to Intervention – Practical Strategies for Intervening with Students – Reading	April 16, 2018	\$240.55 ESEA Title IIA
D	Danielle Redel, Sharp Elementary School	Response to Intervention – Practical Strategies for Intervening with Students – Reading	April 16, 2018	\$240.55 ESEA Title IIA
E	Arielle Simon, Kingston Elementary School	Strengthening ELL’s Engagement and Academic Achievement Strategies That Work	April 18, 2018	\$252.84 ESEA, Title III
F	Kathy Countey, Sharp Elementary School	Strengthening ELL’s Engagement and Academic Achievement Strategies That Work	April 18, 2018	\$250.55 ESEA, Title III
G	Eugene Park, A Russell Knight Elementary School	Garden State Summit, Georgian Court University	June 4, 2018	\$175.00 Registration
H	Colleen Atchinson, A Russell Knight Elementary School	Garden State Summit, Georgian Court University	June 4, 2018	\$175.00 Registration
I	Renee Marie Johnson, A Russell Knight Elementary School	Garden State Summit, Georgian Court University	June 4, 2018	\$175.00 Registration
J	Kimberly Redferan, A Russell Knight Elementary School	Garden State Summit, Georgian Court University	June 4, 2018	\$175.00 Registration
K	Katie Foley, A Russell Knight Elementary School	Garden State Summit, Georgian Court University	June 4, 2018	\$175.00 Registration

**ITEM 2. APPROVAL OF OUT OF DISTRICT STUDENT PLACEMENTS FOR 2017-2018 SCHOOL YEAR**

It is requested that the following out of district tuition contracts be submitted to the Board of Education for approval for the 2017-18 school year during the March 2018 cycle. There are 2 submissions.

Vendor	ID	Term	RSY	RSY Aide	Amt
Archway	3006018	2/1/18-6/30/18	18,618		18,618
Hunterdon	3003570	1/11/18-6/30/18	11,157		11,157
				Total	29,775

**BOARD WORK SESSION**

**March 13, 2018**

**A. CURRICULUM & INSTRUCTION**

**ITEM 3. APPROVAL OF ELEMENTARY FAMILY LIFE CURRICULUM**

It is recommended that the Board approve the adoption of the Elementary Family Life curriculum as discussed at the March 5, 2018 Curriculum and Instruction Committee Meeting.

**ITEM 4. APPROVAL OF SUMMER 2018 PROGRAMS**

It is requested that the proposal for the summer programs – Summer Enrichment, Summer Music, and PSAT/SAT/ACT/ College Essay Summer Classes be approved by the Board during the March 2018 cycle as discussed at the March 5, 2018 Curriculum and Instruction Committee Meeting.

**ITEM 5. APPROVAL OF MEREDITH KELLER RESEARCH**

It is recommended that the Board approve Meredith Keller at Cooper Elementary Schools to conduct research to support completion of Masters requirements at Rowan University as discussed at the Curriculum and Instruction Committee Meeting on March 5, 2018.

**ITEM 6. APPROVAL TO REFUSE/RETURN FY 2017 PERKINS FUNDS**

It is recommended that the Board approve the refusal and/or return of Perkins funds originally approved on May 24, 2016 for FY2017 in the amount of \$67,072 as discussed at the Curriculum and Instruction Committee Meeting on March 5, 2018.

**BOARD WORK SESSION**

**March 13, 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. Financial Reports
2. Resolutions
3. Resolution for the Award of Bids
4. Approval of Cherry Hill DCP&P Student Out of District Placement for the 2017/2018 School Year
5. Resolution for the Award of Transportation
6. Acceptance of Donations

**ITEM 1. FINANCIAL REPORTS**

a) **BOARD SECRETARY’S CERTIFICATION AND TREASURER’S REPORT FOR JANUARY 2018**

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

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

**BOARD WORK SESSION**

**March 13, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 1. FINANCIAL REPORTS** – continued

d) SACC FINANCIAL REPORT FOR JANUARY 2018

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

e) DISBURSEMENT OF FUNDS

<u>FUND</u>	<u>AMOUNT</u>	<u>REPORT DATED</u>
Payroll & FICA	\$	<b>Payroll Dates:</b> /18-/18
Food Service	\$	/18
SACC Bill List	\$	/18
	_____	
Grand Total	\$	
	_____	

f) APPROVAL OF BILL LIST

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



**BOARD WORK SESSION**

**March 13, 2018**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTIONS**

- a) RESOLUTION FOR SHARED SERVICES AGREEMENT BETWEEN GLOUCESTER TOWNSHIP AND THE CHERRY HILL BOARD OF EDUCATION

RESOLVED, upon the recommendation of the Superintendent of Schools and the Assistant Superintendent, Business/Board Secretary, that the Cherry Hill Board of Education hereby approves the Shared Services Agreement between the Board and Gloucester Township for signage.

**ITEM #3. RESOLUTION FOR THE AWARD OF BIDS**

- a) #1819-1 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL ESY – IN DISTRICT SPECIAL EDUCATION 2018/2019 SCHOOL YEAR (3-16-18)
- b) #1819-2 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL ESY – OUT OF DISTRICT SPECIAL EDUCATION 2018/2019 SCHOOL YEAR (3-16-18)
- c) #1819-3 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL – PUBLIC 2018/2019 SCHOOL YEAR (3-16-18)
- d) #1819-4 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL – IN DISTRICT SPECIAL EDUCATION 2018/2019 SCHOOL YEAR (3-16-18)
- e) #1819-5 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL – OUT OF DISTRICT – SPECIAL EDUCATION 2018/2019 SCHOOL YEAR (3-16-18)

INFORMATION FOR ITEM'S 2a) through 2e) WILL BE READY FOR ACTION MEETING PENDING REVIEW. Bids open March 16, 2018.

**ITEM 4. APPROVAL OF CHERRY HILL DCP&P STUDENT OUT OF DISTRICT PLACEMENT FOR THE 2017/2018 SCHOOL YEAR**

It is requested that the following out of district tuition contract be submitted to the Board of Education for approval for the 2017/2018 school year during the March 2018 cycle.

Student I.D.	To District	Term	Amount
4001845	Neptune Township BOE	11/28/17-2/5/18	\$2,777.60

**BOARD WORK SESSION**

**March 13, 2018**

**B. BUSINESS AND FACILITIES**

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

- a) ROUTE #Q-BW218 – WHEELCHAIR AND ROUTE #Q-C118 CARUSI MIDDLE SCHOOL

**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):

<b>School</b>	<b>Route</b>	<b>Original Route</b>	<b>Bus Company</b>	<b># of students</b>	<b>Effective Date</b>	<b># Days</b>	<b>Route Cost per diem</b>	<b>Aide Cost per diem</b>	<b>Total Cost</b>
Clara Barton Elementary School	Q-BW218 (Wheelchair)	n/a	First Student, Inc. (Lawnside)	1	3/1/18-4/13/18	25	\$216.00	\$52.00	\$6,700.00
John A. Carusi Middle School	Q-C118 (Extension)	n/a	All Occasions Transport Service	1	3/1/18-6/19/18	71	\$100.00	n/a	\$7,100.00

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

**ITEM 6. ACCEPTANCE OF DONATIONS**

<b><u>SCHOOL</u></b>	<b><u>DONATION</u></b>	<b><u>GROUP OFFERING DONATION</u></b>	<b><u>VALUE</u></b>

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

**BOARD WORK SESSION**

**March 13, 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

**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>
Kristen Corkery	Barclay – Special Education	Leave with pay 4/30/18-5/11/18; Leave without pay 5/14/18-6/30/18
Therese DiMedio	Harte – Nurse	Leave with pay 2/12/18-2/20/18
Edward Douglas	Beck – Health & PE	Leave with pay 2/26/18-4/06/18
Cynthia Lanni	Stockton/Cooper – Art	Leave with pay 3/13/18-5/15/18; Leave without pay 5/16/18-6/12/18
Timothy Querns	CHHS West – Mathematics	Leave without pay 2/26/18-3/28/18
Abel Ramos	CHHS West – Assistant Principal	Leave with pay 1/29/18-2/05/18
Alexandra Romano	Rosa – Science	Leave with pay 10/25/17-11/30/17; Leave without pay 3/02/18-5/02/18 (revised for dates)
Suzanne Vender	Mann – Speech Language	Leave with pay 12/22/17-2/14/18; Leave without pay 2/15/18-6/30/18 (revised for dates)

**BOARD WORK SESSION**

**March 13, 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>
Suzanne Bohus	Barclay – Educational Assistant	Leave with pay 1/24/18-2/19/18; Leave without pay 2/20/18-2/28/18 (revised for dates)
Maria Munoz	Rosa – Cleaner	Leave with pay 2/21/18-3/02/18
Kimberly Phillips	Stockton – Educational Assistant	Leave without pay 2/07/18-3/19/18

**BOARD WORK SESSION**

**March 13, 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. First Reading of Policy
2. Waiver of Regulation 2340: Field Trips

**ITEM 1. FIRST READING OF POLICIES**

- Policy 2431: Athletic Competition (revised)
- Policy 5512: Harassment, Intimidation, and Bullying (revised-mandatory)
- Policy 5533: Student Smoking (revised-mandatory)

**RECOMMENDATION:**

It is recommended that the policies be approved for first reading as presented.

**ITEM 2. WAIVER OF REGULATION 2340: FIELD TRIPS**

**RECOMMENDATION:**

It is recommended that the Regulation be waived to accommodate the trips listed below.

School(s)	Trip	Location	Dates	# School Days Missed
CHHS East and West	DECA International Career Development Conference	Atlanta, GA	4/23-4/25/18	3

**BOARD WORK SESSION**

**March 13, 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.

**ITEM 1. APPROVAL OF STATE REFERENDUM PROJECT APPLICATIONS**

INFORMATION TO BE READY FOR ACTION MEETING PENDING REVIEW.