

CHERRY HILL PUBLIC SCHOOLS  
Cherry Hill, New Jersey

BOARD OF EDUCATION WORK SESSION AND/OR SPECIAL MEETING MINUTES

April 14, 2015

A Board of Education Work Session and/or Special Meeting of the Cherry Hill Township Board of Education was held in the Malberg Administration Bldg. on April 14, 2015.

The meeting was called to order by Mrs. Matlack at 6:20 P.M. who read the following notice in accordance with the Open Public Meetings Act:

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

- (A) POSTING WRITTEN NOTICE ON THE OFFICIAL BULLETIN BOARD AT THE ADMINISTRATION BUILDING ON April 2, 2015.
- (B) TRANSMITTED NOTICE TO THE COURIER POST AND THE PHILADELPHIA INQUIRER ON April 2, 2015.
- (C) TRANSMITTED NOTICE WITH THE CLERK OF CHERRY HILL TOWNSHIP ON April 2, 2015.

A roll call recorded the following Board Members as present:

Mrs. Sherrie L. Cohen	Mrs. Kathy Judge
Dr. J. Barry Dickinson	Mr. Steven Robbins
Mr. Eric Goodwin	Mrs. Lisa Saidel
	Mrs. Carol A. Matlack

Mrs. Colleen Horiates arrived at 6:38 P.M.  
Mr. Elliott Roth arrived at 6:25 P.M.

Student Representatives:

Katelyn Corris, H. S. West  
Sam Amon, H.S. East Alternate

Also in attendance were: Mr. P. Green, Esq., Mr. J. Devereaux, Dr. J. Meloche, Ms. N. Adrian, Mr. D. Bart, Mr. P. Todd, Ms. L. Weathington, Dr. F. Mahan, Mrs. B. Wilson, and (Mr. A. Weiss Executive Session Item #2).

Mrs. Matlack led the Pledge of Allegiance.

Board of Education Work Session and Special Action Meeting Minutes  
April 14, 2015

Mrs. Matlack read the following notice in accordance with the Open Public Meetings Act at 6:20 P.M.

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 AND NEGOTIATIONS. IT IS EXPECTED THAT THE MATTERS DISCUSSED IN CLOSED SESSION SHALL BE MADE PUBLIC AS SOON AS THE NEED FOR CONFIDENTIALITY NO LONGER EXISTS.

Mrs. Cohen and Dr. Dickinson made a motion to go into public session at 7:04 p.m.

**Public Discussion**

There being no public discussion, Mrs. Matlack 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 on pages 3 through 14 which follow.

# SPECIAL ACTION AGENDA

April 14, 2015

## A. CURRICULUM & INSTRUCTION

### Board Goals

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

The Superintendent recommends the following:

1. Approval of Agreements for 2014-0215 School Year Under \$17,500
2. Attendance at Conferences and Workshops for the 2014-2015 school year
3. Approval of Special Education Settlement Agreement

### ITEM 1. APPROVAL OF AGREEMENTS FOR 2014-2015 SCHOOL YEAR-UNDER \$17,500

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

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

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

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

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

Housel Fun and Fitness

To provide staff training workshop at Katz JJ Community Center

Amount not to exceed \$375

20-275-200-600-59-0025

NCLB Funds

PO #15-06663

National Society for Hebrew Day Schools

To provide professional development for the Foxman Torah Institute

Amount not to exceed \$600

20-275-200-300-99-5960

NCLB Funds

PO #15-06662

# **SPECIAL ACTION AGENDA**

**April 14, 2015**

## **A. CURRICULUM & INSTRUCTION**

### **ITEM 2. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2014-2015 SCHOOL YEAR**

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

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

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

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

<b>#</b>	<b>NAME</b>	<b>CONFERENCE</b>	<b>DATE</b>	<b>COST NOT TO EXCEED</b>
A	Evelyn Minutolo West HS	DECA National Conference, Orlando, Florida	4/25-29, 2015	\$1707.75 Registration/Air/ Lodging/Tolls/Meals General Funds
B	Cheryl Melleby West HS	DECA National Conference, Orlando, Florida	4/25-29, 2015	\$1707.75 Registration/Air/ Lodging/Tolls/Meals General Funds
C	Greg deWolf East HS	DECA National Conference, Orlando, Florida	4/25-29, 2015	\$1707.75 Registration/Air/ Lodging/Tolls/Meals General Funds
D	Kathy Ford East HS	DECA National Conference, Orlando, Florida	4/25-29, 2015	\$1707.75 Registration/Air/ Lodging/Tolls/Meals General Funds
E	Peggy Hager East HS	DECA National Conference, Orlando, Florida	4/25-29, 2015	\$1707.75 Registration/Air/ Lodging/Tolls/Meals General Funds

**SPECIAL ACTION AGENDA**

**April 14, 2015**

**A. CURRICULUM & INSTRUCTION**

**ITEM 3. APPROVAL OF SPECIAL EDUCATION SETTLEMENT AGREEMENT**

Resolved, that the Cherry Hill Board of Education approves the special education settlement agreement with the parents of student number 3002014 on file in the office of the Superintendent, and authorizes its President to execute same on behalf of the Board for submission to the Administrative Law Judge assigned to this matter.

**Resolution #170-4'15**

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

**EXCEPTION:**

Item #3 Motion Mrs. Matlack Second Mrs. Judge Vote Ayes - 8 No - 0 - 1\*  
Mrs. Horiates - abstained

**SPECIAL ACTION AGENDA**

**April 14, 2015**

**B. BUSINESS AND FACILITIES**

**Board Goals**

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

*The Superintendent recommends the following:*

1. *Approval of Bill List*
2. *Preliminary Budget 2015-2016*

**ITEM 1. FINANCIAL REPORTS**

**APPROVAL OF BILL LIST**

It is recommended that the Bill List dated April 14, 2015 in the amount of \$2,000,143.47 be approved as submitted.

**ITEM 2. PRELIMINARY 2015-2016 BUDGET**

BE IT RESOLVED, to approve an amended preliminary budget for the 2015-2016 school year that includes an Adjustment for Increase in Health Care Costs in the amount of \$545,894 for submission to the County Superintendent of Schools for Department of Education review as follows:

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$182,676,986	\$159,137,527
Special Revenue Fund	4,235,264	--
Debt Service Fund	<u>3,919,300</u>	<u>2,796,392</u>
Total Base Budget	\$190,831,550	\$161,933,919

Motion: Dr. Dickinson Second: Mr. Goodwin Vote: Ayes - 9 No - 0

**Resolution #171-4'15**

**EXCEPTIONS:**

Item #1 Approval of Bill List (NJ American Water Co.)

Motion: Dr. Dickinson Second: Mr. Goodwin Vote: Ayes - 8 No - 0 -1\*

\*Mr. Robbins abstained due to a conflict of interest with NJ American Water Co.

Item #1 Approval of Bill List (CDW)

Motion: Dr. Dickinson Second: Mr. Goodwin Vote: Ayes - 8 No - 0 -1\*

\*Mrs. Saidel abstained due to a conflict of interest with CDW

**SPECIAL ACTION AGENDA**

**April 14, 2015**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**Board Goals**

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

The Superintendent recommends the following:

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

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

(a) Resignations

**RECOMMENDATION:**

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Maureen Reusche	District-Superintendent (\$180,000)	7/01/15	Personal
Denise Shaw	Paine-Grade 3 (\$84,465)	7/01/15	Deferred Retirement

**SPECIAL ACTION AGENDA**

**April 14, 2015**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 2. TERMINATION OF EMPLOYMENT-NON-CERTIFICATED**

(a) Resignations

**RECOMMENDATION:**

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Jenna Kleinman	Harte-Educational Assistant (\$10,265)	3/20/15	Personal
Brandi Mosko	Beck-Educational Assistant (\$11,050)	4/03/15	Personal
Molly Napolitano	Stockton/Cooper-Educational Assistant (\$10,200)	4/03/15	Personal
Paul Franchi	CHHS East-Cleaner (\$28,179)	3/14/15	Job Abandonment

**ITEM 3. APPOINTMENTS—CERTIFICATED**

(a) Regular

**RECOMMENDATION:**

Be it resolved that the persons listed be appointed for the 2015-16 school year in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary</u>
Jonathan Cohen	Woodcrest-Principal (Replacement for B. Kob-budget #11-000-240-103-36-0100)	7/01/15-6/30/16	*\$134,300
Jared Peltzman	Johnson-Principal (Reassignment of K. Rockhill-budget #11-000-240-103-12-0100)	7/01/15-6/30/16	*\$112,800

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



**SPECIAL ACTION AGENDA**

**April 14, 2015**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(a) Regular

**RECOMMENDATION:**

Be it resolved that the persons listed be appointed for the 2014-15 school year in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary/Hourly Rate</u>
Megan McSweeny	Harte-Educational Assistant (Replacing J. Gallagher-30 hrs/wk-budget #11-209-100-106-09-0100)	3/25/15-6/30/15	\$9.34
Kassandra Brinkman	District-Substitute Program Aide, SACC (budget #60-990-320-106-58-0001)	4/15/15-6/30/15	\$8.50
Ronald Coleman	CHHS West-Grounds Keeper, Class II (Replacing M. LaMorgia-budget #11- 000-263-100-55-0100)	4/15/15-6/30/15	\$30,500 prorated
Domenic Lacovara, Jr.	Marlkress-Grounds Keeper, Class II (Replacing M. Mays-budget #11-000-263- 100-86-0100)	On or about 4/15/15-6/30/15	\$29,500 prorated
Jeffrey Loftus	Marlkress-Grounds Keeper, Class II (Replacing J. Jensen-budget #11-000-263- 100-86-0100)	On or about 4/15/15-6/30/15	\$29,500 prorated
Kyle Grover	CHHS East-Grounds Keeper, Class II (Replacing S. Pagan, Sr.-budget #11-000- 263-100-50-0100)	4/15/15-6/30/15	\$30,500 prorated

**SPECIAL ACTION AGENDA**

**April 14, 2015**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(a) Salary Adjustment Earning Boiler License

**RECOMMENDATION:**

Be it resolved that the salaries of the persons listed be adjusted for earning a boiler license in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Richard Williams	District-HVAC Leader (budget #11- 000-261-100-86- 0100)	\$56,000	*\$56,344 (includes \$344 for boiler license)	7/01/14-6/30/15 (revised for dates)
Clifton Johnson	Mann-Head Custodian (budget #11-000-262-100-34- 0100)	\$35,363	*\$35,707 (includes \$344 for boiler license)	7/01/14-6/30/15 (revised for dates)
Carlos Del Valle	CHHS East-Stock Clerk (budget #11- 000-262-100-50- 0100)	\$31,500	*\$31,844 prorated (includes \$344 for boiler license)	11/26/14-6/30/15 (revised for dates)

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

(b) Salary Adjustment

**RECOMMENDATION:**

Be it resolved that the salary of the person listed be adjusted for non-renewal of her boiler license in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Maria Mejia	CHHS West- Cleaner (budget #11-000-262-100-55- 0100)	\$28,523	\$28,179 prorated (-\$344 for boiler license)	3/16/15-6/30/15

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

**SPECIAL ACTION AGENDA**

April 14, 2015

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(c) Reassignment

**RECOMMENDATION:**

Be it resolved that the person listed be approved for a reassignment for the 2014-15 school year.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>	<u>Salary</u>
Miguel Torres	Rosa-Cleaner (budget #11-000-262-100-48-0100)	Knight-Cleaner (Replacing R. Maxwell- budget #11-000-262-100-21-0100)	4/15/15-6/30/15	\$28,179 prorated

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

**ITEM 6. OTHER COMPENSATION—CERTIFICATED**

(a) Payment for Additional Class

**RECOMMENDATION:**

Be it resolved that the persons listed be approved for teaching an additional English class at CHHS West effective 4/14/15-6/19/15. Monies budgeted from account #11-140-100-101-55-0100.

<u>Name</u>	<u>Amount*</u>
Steven Ansert	\$2149
Sherrilynne Buttenbaum-Adamson	\$2541
Tracy Cooper	\$2438
Heather Esposito	\$2908
Walter Stern	\$4157

\*Amount to be adjusted pending outcome of negotiations between the Cherry Hill BOE and CHEA

**SPECIAL ACTION AGENDA**

**April 14, 2015**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 7. OTHER MOTIONS**

(a) Affiliation Agreements

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

**WHEREAS**, parties desire to continue that arrangement for the 2014-15 school year;

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

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

Name

Montclair State University

(b) Sidebar Agreement

**RECOMMENDATION:**

Be it resolved that the sidebar agreement between the Cherry Hill Board of Education and CHEA be approved as presented effective 3/05/15-6/01/15.

Motion  Mrs. Horiates  Second  Mrs. Cohen  Vote  Ayes - 9 No - 0

**SPECIAL ACTION AGENDA**

**April 14, 2015**

**D. POLICIES & LEGISLATION COMMITTEE**

**Board Goals**

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

The Superintendent recommends the following:

1. Waiver of Procedure F-3: Secondary Field Trips
2. Approval of HIB Appeal

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

**RECOMMENDATION:**

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

<b>School</b>	<b>Trip</b>	<b>Location</b>	<b>Dates</b>	<b># School Days Missed</b>
Cherry Hill High School East and West	DECA National Conference	Orlando, FL	4/25/15-4/29/15	3

**ITEM 2. APPROVAL OF HIB APPEAL**

Resolved, that the Cherry Hill Board of Education approves and adopts the written HIB appeal decision in HIB Incident Number 14-15:358, affirming the Board's prior determination, and directs the Superintendent to provide a copy of the decision to the parents of all affected pupils.

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

**EXCEPTION:**

Item #2 Motion: Mr. Goodwin Second: Mrs. Saidel Vote: Ayes - 8 No - 0 - 1\*

\*Mrs. Judge abstained

## **SPECIAL ACTION AGENDA**

**April 14, 2015**

### **E. STRATEGIC PLANNING**

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

NO ITEMS

# memorandum

**Date:** March 31, 2015

**To:** Members, Board of Education

**From:** Dr. Maureen Reusche, Superintendent

## AGENDA

**EXECUTIVE SESSION 5:45 PM**  
**SPECIAL ACTION MEETING—7:00 PM**  
**BOARD WORK SESSION—Immediately following Special Action**

**April 14, 2015 - Malberg Board Room**

## BOARD OF EDUCATION COMMITTEES

### Curriculum & Instruction Committee Members (yellow)

Chairperson: Carol Matlack

Administrative Liaison: Joseph Meloche, LaCoyya Weathington

Committee Members: Sherrie Cohen, Eric Goodwin, Lisa Saidel

### Business & Facilities Committee Members (blue)

Chairperson: J. Barry Dickinson

Administrative Liaison: James Devereaux

Committee Members: Elliott Roth, Steve Robbins, Kathy Judge

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

Chairperson: Colleen Horiates

Administrative Liaison: Nancy Adrian

Committee Members: Sherrie Cohen, Kathy Judge, Lisa Saidel

### Policy & Legislation Committee Members (green)

Chairperson: Eric Goodwin

Administrative Liaison: Maureen Reusche

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

### Strategic Planning (buff)

Chairperson: Elliott Roth

Administrative Liaison: James Devereaux

Committee Members: Kathy Judge, Carol Matlack

**BOARD WORK SESSION**

**April 14, 2015**

**PRESENTATIONS**

**BOARD WORK SESSION**

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

**NEW BUSINESS**

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



# **BOARD WORK SESSION**

**April 14, 2015**

## **A. CURRICULUM & INSTRUCTION**

### **Board Goals**

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

The Superintendent recommends the following:

1. Attendance at Conferences and Workshops for the 2014-2015 school year
2. Approval of Out of District Student Placement 2014-2015 school year
3. Approval of Title I Corrective Action Plan

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

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

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

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

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

<b>#</b>	<b>NAME</b>	<b>CONFERENCE</b>	<b>DATE</b>	<b>COST NOT TO EXCEED</b>
A	Lisa Seward Johnson	Teaching for Bilingual Literacy in the Bilingual Classroom, Edison, NJ	6/4-5, 2015	\$72.67 Mileage Title Funds
B	Elizabeth Gallagher Camden Catholic H.S.	Using Google Tools to Enhance Learning, Cherry Hill	5/19/15	\$235 Registration NCLB FY15

## BOARD WORK SESSION

April 14, 2015

### A. CURRICULUM & INSTRUCTION

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

#	NAME	CONFERENCE	DATE	COST NOT TO EXCEED
C	Frank Solometo Camden Catholic H.S.	Using Google Tools to Enhance Learning, Cherry Hill	5/19/15	\$235 Registration NCLB FY15
D	Nancy Werner- Kaiser Camden Catholic H.S.	Using Google Tools to Enhance Learning, Cherry Hill	5/19/15	\$235 Registration NCLB FY15
E	Lynn Totoro Johnson	Frontal Lisp, Lateral Lisp and Distorted "R", Cherry Hill, NJ	5/12/15	\$235.00 Registration General Funds
F	Thomas Carter Central	Green Product Purchasing, Mays Landing, NJ	5/19/15	\$149.50 Registration General Funds

#### ITEM 2. APPROVAL OF OUT OF DISTRICT STUDENT PLACEMENTS

It is requested that the following out of district tuition contracts be submitted to the Board of Education for approval for the 2014-15 school year during the April 2015 cycle. There are 2 submissions (both are new contracts)

VENDOR	ID	TERM	RSY Tuition \$	RSY Aide \$	Total \$
Durand Academy (new)	3016840	3/16/15-6/30/15	18,511	11,285	29,796
Bancroft (new)	3016967	3/10/15-6/30/15	18,319		18,319

#### ITEM 3. APPROVAL OF TITLE I CORRECTIVE ACTION PLAN

It is recommended that the Board approve the Title I Corrective Action Plan in response to the Title I Audit of the 2012-2013 fiscal year as discussed at the March 30, 2015 C&I committee meeting.

## **BOARD WORK SESSION**

April 14, 2015

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

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

*The Superintendent recommends the following:*

1. Financial Reports
2. Resolutions
3. Resolution for the Award of Bids
4. Tuition Agreement with BCIT, Burlington County Special Services School District and Institute of Technology
5. Acceptance of Donations

### **ITEM 1. FINANCIAL REPORTS**

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

### **ITEM 2. RESOLUTIONS**

- a) RESOLUTION AUTHORIZING THE USE OF AWARDED VENDORS THROUGH STATE CONTRACT
- b) RESOLUTION AUTHORIZING THE USE OF AWARDED VENDORS THROUGH EDUCATIONAL DATA SERVICES
- c) APPROVAL OF ARCHITECTURAL SERVICES AGREEMENT

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

- a) #BLRFP-032715 – MALBERG BOILER REPLACEMENT PROJECT (3-27-15)
- b) TEMPORARY HELP

### **ITEM 4. TUITION AGREEMENT WITH BCIT, BURLINGTON COUNTY SPECIAL SERVICES SCHOOL DISTRICT AND INSTITUTE OF TECHNOLOGY**

### **ITEM 5. ACCEPTANCE OF DONATIONS**

**BOARD WORK SESSION**

April 14, 2015

**B. BUSINESS AND FACILITIES**

*The Superintendent recommends the following:*

**ITEM 1. FINANCIAL REPORTS**

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

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of February 28, 2015 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Cherry Hill Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Cherry Hill Board of Education certifies that as of February 28, 2015 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

b) **LINE ITEM TRANSFER REPORTS FOR THE MONTH OF FEBRUARY 2015**

It is recommended that the 2014/2015 Budget be revised by the transfer of funds between line items as listed on the monthly transfer report. (Systems 3000 transfer report).

c) **FOOD SERVICE OPERATING STATEMENT FOR FEBRUARY 2015**

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

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

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

**BOARD WORK SESSION**

April 14, 2015

**B. BUSINESS AND FACILITIES**

**ITEM 1. FINANCIAL REPORTS**

e) DISBURSEMENT OF FUNDS

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

f) APPROVAL OF BILL LIST

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

**BOARD WORK SESSION**

**April 14, 2015**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTIONS**

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

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

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

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

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

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

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

<u>Contract Number</u>	<u>Vendor</u>	<u>Commodity/ Service</u>	New Jersey State <u>Contract Expiration Date</u>	Amount Not to <u>Exceed</u>
51145	Xerox Corporation	GSA/FSS Reprographics Schedule Use	6-30-15	\$250,000

**BOARD WORK SESSION**

**April 14, 2015**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTIONS**

- b) RESOLUTION AUTHORIZING THE USE OF AWARDED VENDORS THROUGH EDUCATIONAL DATA SERVICES

ATHLETIC RECONDITIONING

Not to exceed

OUTDOOR TRACK – TENNIS COURT  
INSPECTION, SERVICE & REPAIR

TIME AND MATERIALS MAINTENANCE BIDS

INFORMATION TO BE READY FOR ACTION MEETING.

- c) APPROVAL OF ARCHITECTURAL SERVICES AGREEMENT

Resolved, that the Cherry Hill Board of Education approves the architectural service agreement with its Architect of Record, Becica Associates, LLC, for the project listed below in accordance with the proposal submitted by Becica Associates, and authorizes its Board Secretary to execute same upon approval of the final form of the agreements by the Board Solicitor:

District Wide – PARCC Electrical Distribution

Funding Year 2014-15

Becica Project #: P00359

14CHS00022

Becica Proposal: \$65,000.00

PO #15-06796

Account Code: 12 000 400 334 90 1300

**BOARD WORK SESSION**

April 14, 2015

**B. BUSINESS AND FACILITIES**

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

- a) #BLRFP-032715 – MALBERG BOILER REPLACEMENT PROJECT (3-27-15)

INFORMATION TO BE READY FOR ACTION MEETING PENDING REVIEW.

- b) TEMPORARY HELP

INFORMATION TO BE READY FOR ACTION MEETING PENDING REVIEW.

**ITEM 4. TUITION AGREEMENT WITH BCIT, BURLINGTON COUNTY SPECIAL SERVICES SCHOOL DISTRICT AND INSTITUTE OF TECHNOLOGY**

Motion approving tuition agreement with BCIT, Burlington County Special Services School District and Institute of Technology for the 2014-2015 school year, for one (1) student in the amount of \$10,852.00.

PO #15-06799

Account Code: 11 000 100 563 90 0001

**ITEM 5. ACCEPTANCE OF DONATIONS**

<u>SCHOOL</u>	<u>DONATION</u>	<u>GROUP OFFERING DONATION</u>	<u>VALUE</u>
District Administration Building	Monetary – Cameras & Memory Cards	Cherry Hill Education Foundation*	\$6,490
*Unexpended funds will be returned to Cherry Hill Education Foundation			



**BOARD WORK SESSION**

**April 14, 2015**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**Board Goals**

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

The Superintendent recommends the following:

1. Termination of Employment—Certificated
2. Appointments—Certificated
3. Leave of Absence—Certificated
4. Leave of Absence—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>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Christina DeFlaviis	Mann-Special Education (\$48,377)	7/01/15	Personal
Erin Creek	Kingston-Grade 4 (\$54,023)	7/01/15	Personal
Laura Cerullo	Harte-Grade 1 (\$55,053)	7/01/15	Personal
Toby Snider	Paine-Guidance (\$97,169)	7/01/15	Retirement

**BOARD WORK SESSION**

**April 14, 2015**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 2. APPOINTMENTS—CERTIFICATED**

(a) Curriculum Writing

**RECOMMENDATION:**

Be it resolved that the persons listed be approved to participate in after school professional development and planning in the area of computer programming and coding effective 4/14/15-6/30/15 the rate of \*\$42.60/hr. (not to exceed \$852) and a total of 20 hours. Monies budgeted from account #20-275-200-101-99-1010 (Title II account).

Name

Name

Joseph Dilk

Michele Lombardi

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

(b) Homebound Tutor

**RECOMMENDATION:**

Be it resolved that Barbara Friscia be approved as a homebound tutor effective 4/29/15-6/30/15 at the rate of \*\$41.03. Monies budgeted from account #11-150-100-101-71-0101.

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

(c) Sports Physicals

**RECOMMENDATION:**

Be it resolved that the persons listed be approved to perform sports physicals in accord with the data presented. Monies budgeted from account #11-000-213-100-71-0102.

CHHS West-5/28/15

Name

# of Hours

Hourly Rate\*

Marie Smith

2

\$58.61

Michelle Sondeen

2

\$34.50

Beverly Thomas

2

\$69.31

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

**BOARD WORK SESSION**

**April 14, 2015**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 2. APPOINTMENTS—CERTIFICATED** - continued

(c) Sports Physicals - continued

Carusi Middle School-6/25/15

<u>Name</u>	<u># of Hours</u>	<u>Hourly Rate*</u>
Marie Smith	5	\$58.61
Michelle Sondeen	5	\$34.50
Michelle Taylor	5	\$58.61
Barbara Kase-Avner	5	\$37.96
Angela Mooney	5	\$35.94

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

(d) Student Teaching

**RECOMMENDATION:**

Be it resolved that the person listed be approved for student teaching in accord with the data presented.

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Teacher/School</u>
Bridget Lehmann	Rowan	4/20/15-6/12/15	Lisa Schoen/Carusi

**BOARD WORK SESSION**

**April 14, 2015**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 3. 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>
Diana Polito	Barclay-Special Education	Leave with pay 1/26/15-3/04/15; without pay 3/06/15-6/30/15; without pay 8/31/15-10/30/15 (leave extended)
Tessa Wellborn	Barton-Media Specialist	Leave with pay 2/25/15-4/29/15; without pay 4/30/15-until a determination is made regarding a return to work date (revised for dates)
Danielle Newbill	Barton-Grade 3	Leave with pay 3/03/15-4/27/15; without pay 4/28/15-6/30/15 (revised for dates)
Christine Miles	Carusi-Assistant Principal	Leave with pay 3/05/15-3/31/15; without pay 4/01/15-4/15/15 (revised for dates)
Sara Valli	Harte-Grade 1	Leave with pay 3/20/15-5/20/15; without pay 5/21/15-6/05/15 (revised for dates)
Tara Orsini	Sharp-Grade 1	Leave with pay 3/13/15-3/24/15; without pay 3/25/15-3/27/15
Kristin Bradford	CHHS West-Health & P.E.	Leave with pay 3/1/15-5/04/15; without pay 5/05/15-6/30/15

**BOARD WORK SESSION**

**April 14, 2015**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 4. 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>
Alice Skinner	Knight-Teacher II, SACC	Leave without pay 3/24/15-4/24/15
Debbie Maista	Malberg-Payroll Clerk	Intermittent leave without pay 3/20/15-4/20/15
Megan Arbuthnot	Paine-Educational Assistant	Leave with pay 5/26/15-6/18/15; without pay 6/18/15-6/30/15; with pay 8/31/15-9/01/15; without pay 9/02/15-11/20/15
Brianna Sholette	Woodcrest-Teacher II, SACC	Leave without pay 12/17/14-3/27/15
Elizabeth Sevast	Woodcrest-Teacher II, SACC	Leave with pay 2/16/15-2/17/15; without pay 2/18/15-3/20/15
Lori Jay	Paine-Educational Assistant	Leave without pay 3/11/15-4/10/15

**BOARD WORK SESSION**

**April 14, 2015**

**D. POLICIES & LEGISLATION COMMITTEE**

**Board Goals**

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

The Superintendent recommends the following:

1. 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 investigations:

<u>Incident Report No.</u>	<u>Board Determination</u>	<u>Incident Report No.</u>	<u>Board Determination</u>
14-15:395		14-15:446	
14-15:414		14-15:	
14-15:421		14-15:	
14-15:422		14-15:	
14-15:426		14-15:	
14-15:436		14-15:	
14-15:437		14-15:	
14-15:438		14-15:	
14-15:444		14-15:	

**BOARD WORK SESSION**

**April 14, 2015**

**E. STRATEGIC PLANNING**

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

NO ITEMS

Board of Education Work Session and Special Action Meeting Minutes  
April 14, 2015

Mrs. Matlack called the Board Work Session to order from the Special Action meeting.

Dr. Reusche introduced Mr. Jonathan Cohen, Woodcrest Principal for the 2015-2016 school year.

Dr. Reusche introduced Mr. Jared Peltzman, Johnson Principal for the 2015-2016 school year.

The proposed Action Agenda for April 28, 2015 which is included as Appendix A was reviewed. The Board agreed to move the items on the agenda.

**Public Discussion**

President of CHEA reported on the following:

- Benefits Fair – Rosa Middle School - April 15, 2015 - 3:00 - 6:00 p.m.
- NJEA – Pension Reform – H.S. West New Auditorium - April 28, 2015 4:15 p.m.
- Volley for Support - H.S. East - April 17, 2015 - 5:00 - 9:00 p.m.

Mrs. Matlack called the meeting to order from public discussion.

Mrs. Saidel made and Mr. Goodwin seconded a motion to adjourn at 8:38 P.M.

Respectfully submitted,

James Devereaux  
Assistant Superintendent  
Business/Board Secretary