

CHERRY HILL PUBLIC SCHOOLS  
Cherry Hill, New Jersey

BOARD OF EDUCATION WORK SESSION AND SPECIAL ACTION MEETING MINUTES

January 12, 2016

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 January 12, 2016.

The meeting was called to order by Mrs. Matlack at 6:37 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 JANUARY 7, 2016.

(B) TRANSMITTED NOTICE TO THE COURIER POST AND THE PHILADELPHIA INQUIRER ON JANUARY 7, 2016.

(C) TRANSMITTED NOTICE WITH THE CLERK OF CHERRY HILL TOWNSHIP ON JANUARY 7, 2016.

A roll call recorded the following Board Members as present:

Dr. J. Barry Dickinson  
Mr. Eric Goodwin  
Mrs. Kathy Judge  
Mr. Steven Robbins

Mr. Elliot Roth  
Mrs. Lisa Saidel  
Mrs. Jane Scarpellino  
Mrs. Carol A. Matlack

Mr. Ken Tomlinson – absent

Student Representatives:

Jimin (Jane) Sul, H.S. East Alternate

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

**SPECIAL ACTION AGENDA**

**January 12, 2016**

**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 to Amend Nonpublic School Security Aid for Resurrection Catholic 2015-2016 school year
2. Attendance at Conferences and Workshops for the 2015-2016 school year
3. Resolution Authorizing the Provision of Professional Development Services by DSF Consulting to Cherry Hill Board of Education Teaching Personnel
4. Resolution Approving a Professional Services Agreement Between the Cherry Hill Board of Education and Effective School Solutions to Provide Clinician Services

**ITEM #1. APPROVAL TO AMMEND RESURRECTION CATHOLIC SCHOOL SECURITY AID FOR 2015-2016 SCHOOL YEAR**

It is recommended that the Board approve to amend Resurrection Catholic School Security Aid for the 2015-2016 school year.

Resurrection Catholic

<u>ITEM</u>	<u>VENDOR</u>	<u>AMOUNT NOT TO EXCEED</u>
		<u>\$8,375</u>
Speakers/Horns ~reimbursement	Telephone Technology Integration	\$6,082.46 <i>(Previously Board approved on 11/24/15 for \$5,900)</i>

## SPECIAL ACTION AGENDA

January 12, 2016

### A. CURRICULUM & INSTRUCTION

#### ITEM #2. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2015-2016 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	Susan Bowman The King's Christian School	Powerful Digital Writing Assessments, Voorhees, NJ	2/11/16	\$239.00 Registration Title II Funds
B	Maria Viola Resurrection Catholic	2015 Conference for NJ Pre- Kindergarten Teachers, Atlantic City, NJ	2/22-23, 2016	\$388.00 Registration Title II Funds
C	Angela Cavello Resurrection Catholic	2015 Conference for NJ Pre- Kindergarten Teachers, Atlantic City, NJ	2/22-23, 2016	\$388.00 Registration Title II Funds
D	James Washington Marlkress	CEFM Classes for Certification, Mays Landing, NJ	2/16/16, 2/23/16 2/25/16, 3/1/16 3/3/16, 3/8/16 3/10/16, 3/17/16 3/22/16, 3/24/16 3/29/16, /31/16, 4/5/16, 4/12/16 4/14/16, 4/19/16 4/26/16, 4/28/16	\$1,902.40 Registration/Mileage General Funds
E	Thomas Carter Marlkress	Environmental Stewardship/Code Compliance, Mays Landing, NJ	2/16/16, 2/23/16 2/25/16, 3/1/16 3/3/16, 3/8/16 3/10/16, 3/17/16	\$944.40 Registration/Mileage General Funds

**SPECIAL ACTION AGENDA**

**January 12, 2016**

**A. CURRICULUM & INSTRUCTION**

**ITEM #2. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2015-2016 SCHOOL YEAR-CONTINUED**

<u>#</u>	<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>	<u>COST NOT TO EXCEED</u>
F	George Zografos Rosa	Rice University IB Workshop-Session 1, Houston, Texas	2/28-3/1, 2016	\$2,060.50 Registration/Air/ Lodging/Parking/Meals General Funds
G	James Deveraux Central	NJASBO, Mt. Laurel, NJ	2/9/16	\$50.00 General Funds
H	Thomas Carter Marlkress	NJASBO, Mt. Laurel, NJ	2/9/16	\$50.00 General Funds
I	Deanna Denisar Central	NJASBO, Mt. Laurel, NJ	2/9/16	\$50.00 General Funds
J	Farrah Mahan Central	Rubicon Atlas, Columbia, Maryland	2/19/16	\$303.12 Registration/Mileage Title II Funds
K	Violeta Katsikis Central	Rubicon Atlas, Columbia, Maryland	2/19/16	\$303.12 Registration/Mileage Title II Funds
L	Erica Price Central	Rubicon Atlas, Columbia, Maryland	2/19/16	\$303.12 Registration/Mileage Title II Funds
M	Jackie Schnapp Harte/Kilmer/ Mann/Woodcrest	Google Educator Certification Boot Camp, Mullica Hill, NJ	2/29-3/1, 2016 <i>(previously approved 12/22/15, dates revised)</i>	\$300 Registration Title II
N	Jacki Kamison Kilmer/Knight/ Mann/Woodcrest	Google Educator Certification Boot Camp, Mullica Hill, NJ	2/29-3/1, 2016 <i>(previously approved 12/22/15)</i>	\$300 Registration Title II
O	Brian Shields Barton/Kingston/ Cooper/Stockton	Google Educator Certification Boot Camp, Mullica Hill, NJ	2/29-3/1, 2016 <i>(previously approved 12/22/15)</i>	\$300 Registration Title II

**SPECIAL ACTION AGENDA**

**January 12, 2016**

**A. CURRICULUM & INSTRUCTION**

**ITEM #2. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2015-2016 SCHOOL YEAR-CONTINUED**

<u>#</u>	<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>	<u>COST NOT TO EXCEED</u>
P	Stephanie Rogers Barton/Johnson /Kilmer/Sharp	Google Educator Certification Boot Camp, Mullica Hill, NJ	2/29-3/1, 2016 <i>(previously approved 12/22/15)</i>	\$300 Registration Title II
Q	John A. Vargas Facilities	Conflict Management, New Brunswick, NJ	2/4/16	\$279.92 Registration/ Mileage/Parking General Funds
R	Allison Staffin West	2016 NASSP National Assistant Principal of the Year Conference, Orlando, Florida	2/24-27, 2016	\$612.70 Air/Mileage/Meals CHASA Funds

**ITEM #3 RESOLUTION AUTHORIZING THE PROVISION OF PROFESSIONAL DEVELOPMENT SERVICES BY DSF CONSULTING TO CHERRY HILL BOARD OF EDUCATION TEACHING PERSONNEL**

WHEREAS, the Board has determined, based upon the recommendation of its Administration, that there is a need for additional professional development services to build District teachers' capacity to effectively teach English learners (ELs);

WHEREAS, the proposed budget is \$4,500.00 and will cover one day of professional development services provided by one instructor during the Board's 2015/2016 fiscal year;

WHEREAS, the cost of the services is below the statutory bid and quotation thresholds;

NOW, THEREFORE, BE IT RESOLVED, that the Cherry Hill Board of Education authorizes the issuance of a purchase order for the provision of professional development services to be provided by DSF Consulting for a total amount not to exceed Four Thousand Five Hundred Dollars (\$4,500).

P.O. # 16-05113  
20-242-200-300-99-0000

**Resolution #149-1'12**

**SPECIAL ACTION AGENDA**

**January 12, 2016**

**A. CURRICULUM & INSTRUCTION**

**ITEM #4. RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CHERRY HILL BOARD OF EDUCATION AND EFFECTIVE SCHOOL SOLUTIONS TO PROVIDE CLINICIAN SERVICES**

**WHEREAS**, the Cherry Hill Board of Education has need of a licensed mental health professional to provide services through the District’s Teen Screen Program to assess students identified by the School District as being at risk for depression and/or suicide; and

**WHEREAS**, the Board currently contracts with Effective School Solutions, LLC for the provision of other specialized therapeutic mental health services to certain District pupils for the 2015-16 school year, and the Board has determined, based upon the recommendation of its Administration, that the provision of clinician services by Effective School Solutions is in the best interest of the District and that the award of a contract hereunder will provide high quality services at a fair and competitive price; and

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

**WHEREAS**, the contract amount is in any event below both the bid and quote thresholds of the Public School Contracts Law;

**NOW, THEREFORE, BE IT RESOLVED**, that the Cherry Hill Board of Education approves a professional services contract between the Board and Effective School Solutions, LLC for provision of clinician services for the term of January 1, 2016 through February 29, 2016 at an hourly rate of sixty-five dollars (\$65.00), for a total amount not to exceed three thousand five hundred dollars (\$3,500); and be it

**FURTHER RESOLVED**, that the Board authorizes its President and Secretary to execute a professional services contract with Effective School Solutions, LLC 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)*.

PO #16-05416  
20-006-200-600-50-0035

**Resolution #150-1’12**

Motion:       Mrs. Saidel       Second:       Mrs. Judge       Vote:   Ayes - 8  No - 0    
Mr. Tomlinson - absent

## SPECIAL ACTION AGENDA

January 12, 2016

### **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. *Financial Reports*
2. *Resolutions*

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

#### a) APPROVAL OF BILL LIST

It is recommended that the 1<sup>st</sup> Bill List dated January 12, 2016 in the amount of \$390,052.24 and the 2<sup>nd</sup> Bill List dated January 12, 2016 in the amount of \$1,412,534.08 be approved as submitted.

### **ITEM 2. RESOLUTIONS**

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

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

WHEREAS, the Cherry Hill Board of Education has the need on a timely basis to purchase goods and services utilizing the MRESC Cooperative Pricing System; and

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

NOW, THEREFORE, BE IT RESOLVED, the Cherry Hill Board of Education authorizes the Purchasing Agent to purchase certain goods and services from those approved MRESC Vendors as listed below for the 2015/2016 school years pursuant to all conditions of the individual bids for awarded technology product lines; and

**SPECIAL ACTION AGENDA**

**January 12, 2016**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTIONS**

- a) RESOLUTION AUTHORIZING THE USE OF CONTRACTS WITH APPROVED MIDDLESEX REGIONAL EDUCATIONAL SERVICES COMMISSION (MRESC) continued

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

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

<u>Bid Number</u>	<u>Vendor</u>	<u>Commodity/ Service</u>	<u>Expiration Date</u>	<u>Amount Not to Exceed</u>
14/15-10	Keyboard Consultants	SMART Board Technology	6-30-16	\$160,000

**Resolution #151-1'12**

Motion: Dr. Dickinson Second: Mr. Robbins Vote: Ayes - 8 No - 0  
Mr. Tomlinson – absent

**EXCEPTIONS:**

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

Motion: Dr. Dickinson Second: Mr. Robbins Vote: Ayes - 7 No - 0-1\*  
Mr. Tomlinson – absent

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



**SPECIAL ACTION AGENDA**

**January 12, 2016**

**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

**ITEM 1. TERMINATION OF EMPLOYMENT—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>
James Devereaux	Malberg-Assistant Superintendent, Business Administrator (\$183,890)	7/01/16	Retirement
Shirley Celentano	Carusi-LDT-C (\$111,166)	3/01/16	Retirement

**SPECIAL ACTION AGENDA**

**January 12, 2016**

**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 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>
Jose Castillo	Alternative High School/Malberg-Cleaner (\$26,883)	3/01/16	Retirement

**ITEM 3. APPOINTMENTS—CERTIFICATED**

(a) Regular – Grant Funded

**RECOMMENDATION:**

Be it resolved that the persons listed be re-appointed to the positions indicated in accord with the data presented. Salaries are funded 100% through the grant.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary*</u>
Suzann Clarke	CHHS West-.4 English Support, Title I (Semi-annual appointment-budget #20-232-100-101-55-0100)	7/01/15-6/30/16	\$22,022 (.4 of Masters-step 7)
Elena Lattin-Wecht	CHHS West-Math, Title I (Semi-annual appointment-budget #20-232-100-101-55-0100)	10/28/15-6/30/16	\$48,987 prorated (Bachelors-step 4)
Caroline Babula	CHHS West-English Support, Title I (Semi-annual appointment-budget #20-232-100-101-55-0100)	8/31/15-6/30/16	\$52,498 (Masters-step 1)
Jenna Martin	Kilmer-Title I (Semi-annual appointment-budget #20-232-100-101-15-0100)	8/31/15-6/30/16	\$49,722 (Bachelors+15-step 2)
Elizabeth Martines	Johnson-Title I (Semi-annual appointment-budget #20-232-100-101-12-0100)	7/01/15-6/30/16	\$48,377 (Bachelors-step 1)
Kelly Staeck	Barton-Kindergarten, Title I (Semi-annual appointment-budget #20-232-100-101-03-0100)	8/31/15-6/30/16	\$48,777 (Bachelors-step 3)
Denise Blumberg	Kingston-Title I (Semi-annual appointment-budget #20-232-100-101-18-0100)	10/15/15-6/30/16	\$48,377 prorated (Bachelors-step 1)

**SPECIAL ACTION AGENDA**

**January 12, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(a) Regular – Grant Funded - continued

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary*</u>
Melissa Ciavarella	Carusi-Title I, Language Arts (Semi-annual appointment-100% from Title I funds-budget #20-232-100-101- 45-0100)	7/01/15-6/30/16	\$52,698 (Masters-step 2)
Gretchen Seibert	Carusi-Title I, Language Arts (Semi-annual appointment-100% from Title I funds-budget #20-232-100-101- 45-0100)	7/01/15-6/30/16	\$71,877 (Masters+30-step 13)

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

(b) ESL Parent Training

**RECOMMENDATION:**

Be it resolved that the persons listed be approved to participate in ESL Parent Training sessions to be provided through Title I to parents of Johnson Elementary School effective 1/04/16-3/31/16 (not to exceed 12 weeks, total not to exceed \$2571.12) at the rate of \*\$42.60/hr. Monies budgeted from account #20-232-100-101-12-0101.

<u>Name</u>	<u>Name</u>
Danielle DiRenzo	Lisa Seward

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

(c) Title I Guided Study Program

**RECOMMENDATION:**

Be it resolved that the persons listed be approved for Title I Guided Study at Carusi Middle School effective 1/18/16-4/01/16 at the rate of \*\$42.60/hr (not to exceed a total of \$15,336). Monies budgeted from account #20-232-100-101-45-0101.

<u>Name</u>	<u>Name</u>	<u>Name</u>
Benjamin Acquesta	Paula Antonelli	Joseph Davidson
Michael Deffner	Thea Dorado	Lucia Ibanez
Larissa Kohler	Opal Minio	Lisa Schoen
Danielle Scibilia	Rachel Solomon	Alex Tedesco

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

**SPECIAL ACTION AGENDA**

**January 12, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(d) ESL Parent Program

**RECOMMENDATION:**

Be it resolved that the persons listed be approved to provide supervision for the Title I ESL Parent Program at CHHS West effective on or about 3/02/16-5/06/16 at the rate of \*\$42.60/hr (not to exceed a total of \$1195). Monies budgeted from account #20-232-200-101-55-0101.

<u>Name</u>	<u>Hours Per Week</u>
Nina Israel-Zucker	1.5 (8 weeks total)
Kristen McGrath	2 (8 weeks total)

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

(e) Regular

**RECOMMENDATION:**

Be it resolved that the person listed be approved 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>
Lisa Ridgway	Malberg-Assistant Business Administrator (Replacing P. Todd-budget #11-000-251-100-90-0100)	On or about 3/12/16-6/30/16	\$110,000 prorated

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

(a) Regular

**RECOMMENDATION:**

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary/Hourly Rate</u>
Matthew McCord	Beck-Educational Assistant (Replacing H. Swisa-30 hrs/wk-budget #11-209-100-106-40-0100)	On or about 1/05/16-6/30/16	\$9.34

**SPECIAL ACTION AGENDA**

**January 12, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(a) Regular – continued

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary/Hourly Rate</u>
Rebecca Devine	Barclay-Educational Assistant (Replacing N. Boyle-30 hrs/wk-budget #11-216-100-106-61-0100)	On or about 1/04/16-6/30/16	\$9.34
Lisa Sadowski	Barton-Educational Assistant (Replacing E. DeLellis-25 hrs/wk-budget #11-190-100-106-03-0100)	On or about 1/13/16-6/30/16	\$9.34

(b) Regular – Grant Funded

**RECOMMENDATION:**

Be it resolved that the persons listed be reappointed to the position indicated in accord with the data presented. Salaries are funded 100% through the grant.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Hourly Rate</u>
Karen Missler	Barton-Educational Assistant, Title I (Semi-annual appointment- budget #20-232-100-106-03-0100)	9/08/15-6/30/16	\$9.34
Linda Bieberbach	Barton-Educational Assistant, Title I (Semi-annual appointment- budget #20-232-100-106-03-0100)	9/21/15-6/30/16	\$9.34

(c) IDEA Grant

**RECOMMENDATION:**

Be it resolved that the person listed be reappointed to the position indicated in accord with the data presented. Salaries are funded 100% through the IDEA grant.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary</u>
Bernadette Hickey	District-COTA (IDEA PS FY15-budget #20-254-200-104-99-0100)	7/01/15-6/30/16	\$40,350

**SPECIAL ACTION AGENDA**

**January 12, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

**RECOMMENDATION:**

Be it resolved that the person listed be reassigned for the 2015-16 school year at the same previously approved salary in accord with the data presented.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Thomas Fazio	District-Grounds Crew Leader, Grade 2 (budget #11-000-263-100- 86-0100)	District-Grounds Keeper, Grade 1 (budget #11-000-263-100- 86-0100)	1/06/16-6/30/16

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

**SPECIAL ACTION AGENDA**

**January 12, 2016**

**D. POLICY & LEGISLATION COMMITTEE**

**Board Goals**

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

**NO ITEMS**

**E. STRATEGIC PLANNING COMMITTEE**

**Board Goals**

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

**NO ITEMS**

Board of Education Work Session and Special Action Meeting Minutes  
January 12, 2016

Mrs. Matlack 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 CHEA 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. Matlack called the Board of Education Work Session and/or Special Meeting to order in public session from the Executive Session at 7:05 P.M.

Mrs. Matlack led the Pledge of Allegiance.

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.

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

The proposed Action Agenda for January 26, 2016 which is included as Appendix A was reviewed. The Board agreed to move the items on the agenda.

Lisa Ridgeway, newly appointed Assistant Business Administrator was introduced to the Board.

Mrs. Matlack called for a second public discussion – no public discussion.

Mr. Robbins made and Dr. Dickinson seconded a motion to adjourn to Executive Session for the purpose of discussing matters pertaining to Human Resources at 7:35 P.M. Dr. Dickinson left for the night.

Mr. Goodwin made and Mr. Robbins seconded a motion to adjourn at 8:24 P.M.

Respectfully submitted,



James Devereaux  
Assistant Superintendent  
Business/Board Secretary



# memorandum

**Date:** January 7, 2016

**To:** Members, Board of Education

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

**AGENDA**

**EXECUTIVE SESSION 6:30 PM  
SPECIAL ACTION MEETING—7:00 PM  
BOARD WORK SESSION—Immediately following Special Action  
  
January 12, 2016 - Malberg Board Room**

**BOARD OF EDUCATION COMMITTEES**

**Curriculum & Instruction Committee Members (yellow)**

Chairperson: Lisa Saidel

Administrative Liaison: Farah Mahan

Committee Members: Steve Robbins, Jane Scarpellino, Ken Tomlinson, Jr.

**Business & Facilities Committee Members (blue)**

Chairperson: J. Barry Dickinson

Administrative Liaison: James Devereaux

Committee Members: Elliott Roth, Eric Goodwin, Kathy Judge

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

Chairperson: Kathy Judge

Administrative Liaison: Nancy Adrian

Committee Members: Jane Scarpellino, Ken Tomlinson, Jr.

**Policy & Legislation Committee Members (green)**

Chairperson: Eric Goodwin

Administrative Liaison: James Gallagher

Committee Members: J. Barry Dickinson, Steve Robbins, Lisa Saidel

**Strategic Planning (buff)**

Chairperson: Elliott Roth

Administrative Liaison: James Devereaux

Committee Members: Carol Matlack, Kathy Judge, Lisa Saidel

**BOARD WORK SESSION**  
**January 12, 2016**

**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**

**January 12, 2016**

### **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. Resolution to Approve Special Education Parent Reimbursement Agreements

#### **ITEM #1. RESOLUTION TO APPROVE SPECIAL EDUCATION PARENT REIMBURSEMENT AGREEMENTS**

- a) Resolved, that the Cherry Hill Board of Education approves the Transportation Agreement with the parents of student number 3001507 and authorizes its President and Secretary to execute same on behalf of the Board. Agreement on file in Assistant Superintendent - Business office.
- b) Resolved, that the Cherry Hill Board of Education approves the Transportation Agreement with the parents of student number 3016728 and authorizes its President and Secretary to execute same on behalf of the Board. Agreement on file in Assistant Superintendent - Business office.

## **BOARD WORK SESSION**

**January 12, 2016**

### **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. Financial Reports
2. Resolutions
3. Resolution for the Award of Transportation
4. Acceptance of Donations

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

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

#### **ITEM 2. RESOLUTIONS**

- a) RESOLUTION APPROVING CONTRACT WITH EXPRESS SCRIPTS, INC.
- b) SPRING PLAY EXPENSE – HIGH SCHOOL EAST
- c) SPRING PLAY EXPENSE – HIGH SCHOOL WEST

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

- a) ROUTE #1-ACK – CARUSI MIDDLE SCHOOL, KINGSTON ELEMENTARY SCHOOL AND ALTERNATIVE HIGH SCHOOL – MCKINNEY-VENTO, PINE HILL AND VOORHEES, NJ
- b) ROUTE #BLR – BECK MIDDLE SCHOOL / SHUTTLE
- c) ROUTE #OIC – HIGH SCHOOL EAST / OAKS INTEGRATED CARE, HAMMONTON, NJ
- d) ROUTE #Q-CE – HIGH SCHOOL EAST – MCKINNEY-VENTO, CAMDEN, NJ
- e) ROUTE #Q-EB – HIGH SCHOOL EAST – MCKINNEY-VENTO, BEVERLY, NJ
- f) ROUTE #Q-DE – HIGH SCHOOL EAST – MCKINNEY-VENTO, DEPTFORD, NJ

#### **ITEM 4. ACCEPTANCE OF DONATIONS**

**BOARD WORK SESSION**

**January 12, 2016**

**B. BUSINESS AND FACILITIES**

*The Superintendent recommends the following:*

**ITEM 1. FINANCIAL REPORTS**

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

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of November 30, 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 November 30, 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 NOVEMBER 2015**

It is recommended that the 2015/2016 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 NOVEMBER 2015**

It is recommended that the Operating Statement for Cherry Hill Food Services for the months ending November 2015 be accepted as submitted. (Report to be ready for Action Meeting).

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

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

**BOARD WORK SESSION**  
**January 12, 2016**

**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
Grand Total	\$	

f) APPROVAL OF BILL LIST

It is recommended that the bill list dated \_\_\_\_\_ 2016 in the amount of \$ \_\_\_\_\_ be approved as submitted.

**BOARD WORK SESSION**  
**January 12, 2016**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTIONS**

- a) RESOLUTION APPROVING CONTRACT WITH EXPRESS SCRIPTS, INC.
- b) SPRING PLAY EXPENSE – HIGH SCHOOL EAST
- c) SPRING PLAY EXPENSE – HIGH SCHOOL WEST

INFORMATION FOR ITEMS a), b) and c) TO BE READY FOR ACTION MEETING.

**BOARD WORK SESSION**

**January 12, 2016**

**B. BUSINESS AND FACILITIES**

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

- a) ROUTE #1-ACK – CARUSI MIDDLE SCHOOL, KINGSTON ELEMENTARY SCHOOL AND ALTERNATIVE HIGH SCHOOL – MCKINNEY-VENTO, PINE HILL AND VOORHEES, NJ

**RECOMMENDATION:**

Quotes were solicited by the Transportation Department with the low quote coming from Hillman's Bus Service, Inc. It is recommended that prior administrative approval be ratified for Hillman's Bus Service, Inc., to transport (4) four McKinney-Vento students residing in Pine Hill, NJ and Voorhees, NJ to / from John A. Carusi Middle School, Kingston Elementary School and Cherry Hill Alternative High School, as listed below.

Route: Q-ACK / Quote

School: John A. Carusi Middle School, Kingston Elementary School & Alternative High School

Company: Hillman's Bus Service, Inc.

Cost per diem: \$299.00

Date(s): 12/14/15 thru 3/28/16

Total # of days: (60) Sixty

Total Cost: \$17,940.00

PO #16-05244

Account Code: 11-000-270-511-83-0001

- b) ROUTE #BLR-6 BECK MIDDLE SCHOOL / SHUTTLE

**RECOMMENDATION:**

It is recommended that prior administrative approval be ratified for Holcomb Bus Service, Inc. to transport (2) two classified students on a shuttle, from school to home as listed below.

Route: BLR-6 / Shuttle

School: Henry C. Beck Middle School

Company: Holcomb Bus Service, Inc.

Cost per diem: \$111.00

Cost per diem aide: \$22.00

Date(s): 12/7/15 thru 2/11/16

Total # of days: (29) Twenty-Nine

Total Cost: \$3,857.00

PO #16-05245

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



**BOARD WORK SESSION**  
**January 12, 2016**

**B. BUSINESS AND FACILITIES**

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

- c) ROUTE #OIC – HIGH SCHOOL EAST / OAKS INTEGRATED CARE, HAMMONTON, NJ

**RECOMMENDATION:**

It is recommended that prior administrative approval be ratified for Oaks Integrated Care to provide transportation with a Jointure Contract for (1) one classified Cherry Hill student residing at a residential facility in Hammonton, NJ to / from Cherry Hill High School East, as listed below.

Route: OIC  
School: Cherry Hill High School East  
Company: Oaks Integrated Care  
Cost per diem: \$50.77  
Date(s): 12/7/15 thru 6/16/16  
Total # of days: (122) One Hundred and Twenty-Two  
Total Cost: \$6,193.94

PO #16-05246  
Account Code: 11-000-270-514-83-0001

- d) ROUTE #Q-CE – HIGH SCHOOL EAST – MCKINNEY-VENTO, CAMDEN, NJ

**RECOMMENDATION:**

Quotes were solicited by the Transportation Department with the low quote coming from Holcomb Bus Service, Inc. It is recommended that prior administrative approval be ratified for Holcomb Bus Service, Inc. to transport (1) one McKinney-Vento student residing in Camden, NJ to / from Cherry Hill High School East, as listed below.

Route: Q-CE / Quote  
School: Cherry Hill High School East  
Company: Holcomb Bus Service, Inc.  
Cost per diem: \$251.00  
Date(s): 1/4/16 thru 4/25/16  
Total # of days: (72) Seventy-Two  
Total Cost: \$18,072.00

PO #16-05379  
Account Code: 11-000-270-514-83-0001

**BOARD WORK SESSION**

**January 12, 2016**

**B. BUSINESS AND FACILITIES**

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

- e) ROUTE #Q-EB – HIGH SCHOOL EAST – MCKINNEY-VENTO,  
BEVERLY, NJ

**RECOMMENDATION:**

Quotes were solicited by the Transportation Department with the low quote coming from Holcomb Bus Service, Inc. It is recommended that prior administrative approval be ratified for Holcomb Bus Service, Inc. to transport (1) one McKinney-Vento student residing in Beverly, NJ to / from Cherry Hill High School East, as listed below.

Route: Q-EB / Quote  
School: Cherry Hill High School East  
Company: Holcomb Bus Service, Inc.  
Cost per diem: \$304.00  
Date(s): 1/4/16 thru 4/7/16  
Total # of days: (60) Sixty  
Total Cost: \$18,240.00

PO #16-05380  
Account Code: 11-000-270-514-83-0001

- f) ROUTE #Q-DE – HIGH SCHOOL EAST – MCKINNEY-VENTO,  
DEPTFORD, NJ

**RECOMMENDATION:**

Quotes were solicited by the Transportation Department with the low quote coming from Holcomb Bus Service, Inc. It is recommended that prior administrative approval be ratified for Holcomb Bus Service, Inc. to transport (1) one McKinney-Vento student residing in Deptford, NJ to / from Cherry Hill High School East, as listed below.

Route: Q-DE / Quote  
School: Cherry Hill High School East  
Company: Holcomb Bus Service, Inc.  
Cost per diem: \$237.00  
Date(s): 1/4/16 thru 5/2/16  
Total # of days: (77) Seventy-Seven  
Total Cost: \$18,249.00

PO #16-05381  
Account Code: 11-000-270-511-83-0001

**BOARD WORK SESSION**

**January 12, 2016**

**B. BUSINESS AND FACILITIES**

**ITEM 4. ACCEPTANCE OF DONATIONS**

<u>SCHOOL</u>	<u>DONATION</u>	<u>GROUP OFFERING DONATION</u>	<u>VALUE</u>
Carusi MS <i>tentative</i>	Monetary – grant - Sustainable Jersey for Schools	Sustainable Jersey	\$10,000 - \$5,000 now
Mann ES	Monetary – Sustainable Jersey	Sustainable Jersey	\$2,000
Sharp ES	Monetary – Sustainable Jersey	Sustainable Jersey	\$2,000

## BOARD WORK SESSION

January 12, 2016

### 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 education 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. Appointments—Certificated
2. Leaves of Absence—Certificated
3. Leaves of Absence—Non-Certificated

### ITEM 1. APPOINTMENTS—CERTIFICATED

#### (a) Field Placement

#### RECOMMENDATION:

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

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Teacher/School</u>
Colleen Dilger	Rowan	2/10/16-4/13/16	Dawn Slaton/Johnson
Morgan Hepler	Rowan	2/10/16-4/13/16	Dawn Slaton/Johnson
Lauren Klipp	Rowan	2/10/16-4/13/16	Rebecca Egbert/Johnson
Christine McCabe	Rowan	2/10/16-4/13/16	Rebecca Egbert/Johnson
Jamie Waggner	Rowan	2/10/16-4/13/16	Melinda Hess/Johnson
Julia McHale	Rowan	2/10/16-4/13/16	Melinda Hess/Johnson
Maci Pollack	Rowan	2/10/16-4/13/16	Christina Hughes/Johnson
Rebecca Ferrara	Rowan	2/10/16-4/13/16	Christina Hughes/Johnson
Jamie Reid	Rowan	2/10/16-4/13/16	Alisa Zmijewski/Johnson
Stephanie Klingler	Rowan	2/10/16-4/13/16	Alisa Zmijewski/Johnson
Brooke Sutton	Rowan	2/10/16-4/13/16	Joanne Rizzo/Johnson
Amanda Pellicori	Rowan	2/10/16-4/13/16	Joanne Rizzo/Johnson
Samantha Yaworski	Rowan	2/10/16-4/13/16	Colleen Girgenti/Johnson
Melissa Simon	Rowan	2/10/16-4/13/16	Colleen Girgenti/Johnson
Meghan Ondo	Rowan	2/10/16-4/13/16	Christina Curlett/Johnson
Jennifer Julian	Stockton	1/19/16-5/09/16	Jules Farkas/Rosa

**BOARD WORK SESSION**

**January 12, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 1. APPOINTMENTS—CERTIFICATED** – continued

(b) Student Teaching

**RECOMMENDATION:**

Be it resolved 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>
Grace Porter	Temple	1/14/16-4/22/16	Michelle Kosmaczewski/Barton

(c) Clinical Experience

**RECOMMENDATION:**

Be it resolved that the person listed be approved for a clinical experience in special education in accord with the data presented.

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Teacher/School</u>
David Sonnheim	Rowan	1/19/16-3/14/16	Sandra Wilcox/Stockton

(d) Substitute Teachers

**RECOMMENDATION:**

Be it resolved that the persons listed be approved be approved as substitute teachers effective 1/27/16-6/30/16. Monies budgeted from account #11-120-100-101-98-0150/#11-130-100-101-98-0150/#11-140-100-101-98-0150/#11-000-213-104-98-0150.

<u>Name</u>	<u>Name</u>
Rebecca Devine	Lisa Sadowski

**BOARD WORK SESSION**  
**January 12, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 2. 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>
Candace Keenan	Paine-Grade 5	Leave with pay 1/26/16-3/03/16; without pay 3/04/16-5/13/16 (revised for dates)
Carly Friedman	CHHS East-Guidance	Leave with pay 5/02/16-6/10/16; without pay 6/13/16-6/20/16
Tiffany Cipriano	CHHS East/CHHS West	Leave with pay 12/01/15-1/05/16 a.m.; without pay 1/05/16 p.m.- 1/18/16
Allison Spence	CHHS East/Barton-ESL	Leave without pay 11/02/15-2/19/16 (revised for dates)
Kristin Patrizzi	Sharp-Special Education	Leave with pay 1/12/16-2/02/16; without pay 2/03/16-3/17/16
Garwood Reynolds	Carusi-World Language	Leave with pay 12/14/15-12/21/15; without pay 12/22/15-12/23/15
Elizabeth Walsh	Woodcrest-Special Education	Leave with pay 1/30/15-12/11/15
Sharon Ferguson	CHHS West-English	Leave with pay 3/28/16-4/29/16; without pay 5/02/16-6/30/16

**ITEM 3. 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>
Nancy DiGiovanni	Paine-Educational Assistant	Leave without pay 1/04/16-1/29/16
Tori Smalls	Malberg-HR Coordinator	Leave with pay 12/07/15-1/05/16
Pamela Lam	Cooper-Educational Assistant	Intermittent leave without pay 9/25/15-1/22/16
Mary McKenzie	CHHS East-Secretary	Intermittent leave without pay 10/01/15-4/01/16

**BOARD WORK SESSION**

**January 12, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 3. LEAVES OF ABSENCE—NON-CERTIFICATED**- continued

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Cheryl Little	Mann-Educational Assistant	Leave with pay 10/19/15-11/13/15; without pay 11/16/15-1/06/16 (leave extended)
Patricia Buffo	CHHS West-Educational Assistant	Leave with pay 11/19/15-12/22/15; without pay 12/23/15-12/23/15 (revised for dates)
Tonette McDonough	CHHS West-Secretary	Leave without pay 1/01/16-until a determination is made regarding a return to work date (revised for dates)

**BOARD WORK SESSION**

**January 12, 2016**

**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. First Reading of Revised Policies
2. First Reading of New Policy
3. Approval of Harassment/Intimidation/Bullying Investigation Decisions

**ITEM 1. FIRST READING OF REVISED POLICIES**

Following a comprehensive evaluation process, it is recommended that the following revised policies be approved for first reading.

<b>Number</b>	<b>Title</b>
<b>BOARD BYLAWS</b>	
0110	Identification
0120	Authority and Powers
0131	Bylaws and Policies
0132	Executive Authority
0133	Adjudication of Disputes
0134	Board Self Evaluation
0141	Board Member Number and Term
0142	Board Member Qualifications, Prohibited Acts, and Code of Ethics (M)
0142.1	Nepotism (M)
0143	Board Member Election and Appointment
0143.1	Board Member Appointment
0143.2	Pupil Representatives to the Board of Education
0144	Board Member Orientation and Training
0145	Board Member Resignation and Removal
0146	Board Member Authority
0148	Board Member Indemnification
0151	Organization Meeting
0152	Board Officers
0153	Annual Appointments
0153.1	School Boards Associations
0154	Annual Motions and Designations
0155	Board Committees
0157	Board of Education Website



**BOARD WORK SESSION**  
**January 12, 2016**

**D. POLICIES & LEGISLATION COMMITTEE**

**ITEM 1. FIRST READING OF REVISED POLICIES (continued)**

<b>Number</b>	<b>Title</b>
0161	Call, Adjournment and Cancellation
0162	Notice of Board Meetings
0163	Quorum
0164	Conduct of Board Meetings
0165	Voting
0166	Executive Sessions
0167	Public Participation in Board Meetings
0167.1	Recognition of Employee Retirement
0167.2	Administrative Procedure Recognition of Employee Retirement by Other Groups
0168	Recording Board Meetings
0169	Board Member Use of Electronic Mail/Internet
0171	Duties of Board President and Vice President
0172	Duties of Treasurer of School Monies
0173	Duties of Public School Accountant
0174	Legal Services (M)
0175	Contracts with Independent Consultants
0176	Collective Bargaining and Contract Approval/Ratification
0177	Professional Services (M)
0178	Appointed District Positions

**ADMINISTRATION**

1100	District Organization
1110	Organizational Chart
1120	Management Team
1130	Staff Liaison Committees
1140	Affirmative Action Program (M)
1210	Board-Superintendent Relations
1220	Employment of Chief School Administrator (M)
1230	Superintendent's Duties (M)
1240	Evaluation of Superintendent (M)
1260	Incapacity of Superintendent
1310	Employment of Assistant Superintendent for Business/Board Secretary
1320	Duties of Assistant Superintendent for Business/Board Secretary
1330	Evaluation of the Assistant Superintendent for Business (M)
1331	Evaluation of the Board Secretary
1350	Incapacity of Assistant Superintendent for Business/Board Secretary
1400	Job Descriptions (M)
1510	Rights of Persons With Handicaps or Disabilities/Policy on Non-Discrimination (M)
1523	Comprehensive Equity Plan (M)
1530	Equal Employment Opportunities (M)
1540	Administrator's Code of Ethics
1550	Affirmative Action Program for Employment and Contract Practices (M)
1570	Internal Controls (M)

**BOARD WORK SESSION**

**January 12, 2016**

**D. POLICIES & LEGISLATION COMMITTEE**

**ITEM 1. FIRST READING OF REVISED POLICIES (continued)**

<b>Number</b>	<b>Title</b>
1581	Victim of Domestic or Sexual Violence Leave (M)
1620	Administrative Employment Contracts
1631	Residency Requirement for Person Holding School District Office, Employment, or Position

**COMMUNITY**

9100	Public Relations
9120	Public Relations Program (M)
9125	School District Cable Television Channel
9130	Public Complaints and Grievances
9140	Citizens Advisory Committees (M)
9150	School Visitors
9160	Public Attendance at School Events
9161	Crowd Control
9180	School Volunteers
9181	Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants
9190	Community Organizations
9191	Booster Clubs
9193	Collection and Distribution of Money – Cherry Hill Zone PTA Sunshine Fund
9200	Cooperation Between Parents and School
9210	Parent Organizations
9230	Parental Responsibilities
9240	Rights of Parents
9260	Parental Liability for Vandalism
9270	Home Schooling and Equivalent Education Outside the Schools (M)
9280	Parent Conferences
9320	Cooperation with Law Enforcement Agencies (M)
9323	Notification of Juvenile Offender Case Disposition
9324	Sex Offender Registration and Notification
9400	News Media Relations
9541	Student Teachers/Interns
9550	Educational Research and Pilot Projects
9560	Administration of School Surveys
9700	Special Interest Groups
9713	Recruitment by Special Interest Groups (M)

**ITEM 2. FIRST READING OF NEW POLICY**

<b>Number</b>	<b>Title</b>
5756	Transgender Students

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

**BOARD WORK SESSION**

**January 12, 2016**

**D. POLICIES & LEGISLATION COMMITTEE**

**ITEM 3. 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:

Incident Report No.	Board Determination	Incident Report No.	Board Determination	Incident Report No.	Board Determination
<b><i>15-16:27</i></b>	pulled	15-16:955	Affirmed	15-16:980	Affirmed
15-16:946	Affirmed	15-16:956	Affirmed	15-16:982	Affirmed
15-16:949	Affirmed	15-16:958	Affirmed		
15-16:952	Affirmed	15-16:961	Affirmed		
15-16:953	Affirmed	15-16:965	Affirmed		
15-16:954	Affirmed	15-16:969	Affirmed		

**BOARD WORK SESSION**

**January 12, 2016**

**E. STRATEGIC PLANNING**

**Board Goals**

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

NO ITEMS