

CHERRY HILL PUBLIC SCHOOLS
Cherry Hill, New Jersey

COMMITTEE OF THE WHOLE AND SPECIAL ACTION MEETING MINUTES

December 5, 2017

A Committee of the Whole and Special Action Meeting of the Cherry Hill Township Board of Education was held in the Malberg Administration Bldg. on December 5, 2017.

The meeting was called to order by Dr. Dickinson at 6:15 P.M. who read the following notice in accordance with the Open Public Meetings Act:

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

- (A) POSTING WRITTEN NOTICE ON THE OFFICIAL BULLETIN BOARD AT THE ADMINISTRATION BUILDING ON DECEMBER 1, 2017.
- (B) TRANSMITTED NOTICE TO THE COURIER POST AND THE PHILADELPHIA INQUIRER ON DECEMBER 1, 2017.
- (C) TRANSMITTED NOTICE WITH THE CLERK OF CHERRY HILL TOWNSHIP ON DECEMBER 1, 2017.

A roll call recorded the following Board Members as present:

| | |
|-----------------------|------------------------|
| Mr. Eric Goodwin | Mrs. Jane Scarpellino |
| Mrs. Kathy Judge | Mr. Ken Tomlinson |
| Mrs. Carol A. Matlack | Dr. Edward Wang |
| Mrs. Lisa Saidel | Dr. J. Barry Dickinson |

Mrs. Ruth Schultz – absent

Student Representatives:

None

Also in attendance were: Dr. J. Meloche, Mr. P. Green, Esq., Mrs. L. Shugars, Mr. M. Holt (Holman Frenia Allison, P.C.), Mr. J. Middleton (Becica Associates, LLC), Dr. J. Campisi, Dr. D. Perry (Principal H. S. East), Dr. K. Morton (Principal H. S. West), Mr. J. Wence (Secondary Colleague Teacher, Math), Ms. N. Adrian, Mr. D. Bart, Mrs. L. Ridgway, Mrs. L. Weathington, Mrs. B. Mingin (Supervisor of Pupil Services), Dr. F. Mahan, Mrs. B. Wilson and Mr. T. Carter.

Committee of the Whole and Special Action Meeting Minutes
December 5, 2017

Dr. Dickinson read the following notice in accordance with the Open Public Meetings Act.

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

Dr. Dickinson led the Pledge of Allegiance.

Mrs. Judge made and Mrs. Matlack seconded a motion to adjourn to Executive Session for matters pertaining to student matters and human resources matters. All Board members present voted in favor of the motion.

Dr. Dickinson called the meeting to order in public session from Executive Session at 7:00 P.M.

Public Discussion:

The floor was opened for public discussion. There being no public discussion, Dr. Dickinson called the meeting to order for the purpose of discussing all items on the Committee of the Whole Agenda, which is included as Appendix A, and considering and voting on the items presented on the Special Action Agenda which is incorporated as part of the minutes. The Board agreed to move the items on the agenda.

Presentations:

Dr. Campisi, Dr. Perry, Dr. Morton and Mr. Wence

- Follow-up: Administrative Actions Addressing Performance on the Spring 2017 PARCC Algebra 1 Assessment.

Mr. Holt

- 2016/2017 Comprehensive Annual Financial Report and Corresponding Audit.

Dr. Meloche, Mrs. Shugars and Mr. Middleton

- Cherry Hill 2020 “A clear vision for the future”.

New Business:

Being held for correspondence at the next scheduled meeting.

Dr. Dickinson called the Special Action Meeting to order from the Committee of the Whole Meeting.

memorandum

Date: November 29, 2017

To: Members, Board of Education

From: Dr. Joseph Meloche, Superintendent

AGENDA

EXECUTIVE SESSION 6:15 PM
COMMITTEE OF THE WHOLE—7:00 PM
SPECIAL ACTION MEETING —Immediately following Committee of the Whole
December 5, 2017 - 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 Liaisons: Joe Campisi, Donald Bart

Committee Members: J. Barry Dickinson, Jane Scarpellino

Strategic Planning (buff)

Chairperson: Carol Matlack

Administrative Liaison: Joe Meloche, Lynn E. Shugars

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

COMMITTEE OF THE WHOLE

December 5, 2017

Committee of the Whole

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

NEW BUSINESS

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

COMMITTEE OF THE WHOLE

December 5, 2017

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.**
- **Establish a strategic plan that identifies and categorizes the district’s needs through the development of “Cherry Hill Public Schools 2020: A clear vision for the future”**

Discussion items:

1. *Black History Program*
2. *Nursing Services Plan for the 2017-2018 School Year*
3. *High School Course of Study Booklet 2018 – 2019*
4. *Presentation – Follow-up: Administrative Actions Addressing Performance on the Spring 2017 PARCC Algebra I Assessment*

The Superintendent recommends the following:

1. Approval of Out of District Student Placements or 2017-2018 School Year

ITEM 1. 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 December 2017 cycle. There are 3 submissions.

| Vendor | ID | Term | RSY | RSY Aide | ESY | ESY Aide | Out of Dist Fee | Amt |
|----------------------|---------|-----------------|--------|----------|-------|----------|-----------------|---------|
| Bonnie Brae* | 3006332 | 7/10/17-6/30/18 | 64,800 | | 7,200 | | | 72,000 |
| Hunterdon County ESC | 3014963 | 10/2/17-6/30/18 | 36,135 | | | | | 36,135 |
| YALE | 3006293 | 7/5/17-6/30/18 | 57,966 | | 9,661 | | | 67,627 |
| | | | | | | | Total | 175,762 |

*Contract received on 11/28/17

COMMITTEE OF THE WHOLE

December 5, 2017

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.**

Discussion items:

1. *2016/2017 Comprehensive Annual Financial Report and Corresponding Audit – Mike Holt and Dave McNally, Holman Frenia Allison, P.C.*

The Superintendent recommends the following:

1. Financial Reports
2. Resolutions
3. Resolution for the Award of Bids
4. Resolution for the Award of Change Orders
5. Resolution for the Award of Transportation
6. Acceptance of Donations

The Superintendent recommends the following:

ITEM 1. FINANCIAL REPORTS

- a) **BOARD SECRETARY’S CERTIFICATION AND TREASURER’S REPORT FOR OCTOBER 2017**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of October 31, 2017 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 October 31, 2017 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.

COMMITTEE OF THE WHOLE

December 5, 2017

B. BUSINESS AND FACILITIES

ITEM 1. FINANCIAL REPORTS continued

b) LINE ITEM TRANSFER REPORTS FOR THE MONTH OF OCTOBER 2017

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 OCTOBER 2017

It is recommended that the Operating Statement for Cherry Hill Food Services for the month ending October 2017 be accepted as submitted.

d) SACC FINANCIAL REPORT FOR OCTOBER 2017

It is recommended that the Financial Report for the Cherry Hill School Age Child Care Program for the months of October 2017 be accepted as submitted.

e) DISBURSEMENT OF FUNDS

| <u>FUND</u> | <u>AMOUNT</u> | <u>REPORT DATED</u> |
|----------------|---------------|---------------------|
| Payroll & FICA | \$ | Payroll Dates: |
| Food Service | \$ | 17 |
| SACC Bill List | \$ | /17 |
| Grand Total | <u>\$</u> | |

f) APPROVAL OF BILL LIST

It is recommended that the Bill Lists dated _____ in the amount of \$be approved as submitted.

COMMITTEE OF THE WHOLE

December 5, 2017

B. BUSINESS AND FACILITIES

ITEM 2. RESOLUTIONS

a) SCHOOL BUS EMERGENCY EVACUATION FIRST DRILLS REPORT

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

| SCHOOL | DATE & TIME | SCHOOL LOCATION | ROUTES | WALKERS | PRINCIPAL/ SUPERVISOR |
|--------------------------------|--|----------------------------|---|---------|------------------------------|
| Alternative High School | 9/19/17 2:15PM | 45 Ranoldo Terrace | AV1-AV6 | n/a | Dr. Lawyer Chapman |
| High School East | 10/18/2017 6:50AM | 1750 Kresson Road | E1-32, EW1-8, Q-P917 | n/a | Mr. Lou Papa |
| High School West | 9/27/2017 7:25AM | 2101 Chapel Avenue | WE1-4, W1-16, CHV23, 65-69 | n/a | Ms. Donean Chinn-Parker |
| Beck Middle School | 10/12&13/17 8:00AM | 950 Cropwell Road | B1-19, CHV2-5, 25 | Yes | Mr. Bernard O'Connor |
| Carusi Middle School | 10/4/2017 8:00AM | 315 Roosevelt Drive | C1-20, CHV-8,11,14 | Yes | Dr. John Cafagna |
| Rosa Middle School | 9/12/17 7:30AM | 485 Browning Lane | R1-R21, CHV10,22,24,74 | n/a | Mr. George Guy |
| Barclay Early Childhood Center | 10/13/17 8:45,9:30,12:45 / 10/20/17 1:30 | 1220 Winston Way | BCV3,4,5,8,9,10,12- 15,17,18,19,20,22-28 | Yes | Ms. Karen Rockhill |
| Barton Elementary School | 9/28/17 9:15AM | 223 Rhode Island Avenue | CB1-CB8 , JS4, CHV12,21,26 | Yes | Mr. Sean Sweeny |
| Cooper Elementary School | 10/11/2017 9:30AM | 1960 Greentree Road | JC1-2, CHV15,16,18,19,20 | Yes | Ms. Rebecca Tiernan |
| Harte Elementary School | 9/28/2017 8:45AM | 1909 Queen Ann Drive | BH1-4, CHV13,34-37 | Yes | Dr. Neil Burti |
| Johnson Elementary School | 10/18/2017 9:00AM | 500 Kresson Road | JJ1-10, CHV28-32,79 | Yes | Mr. Jared Peltzman |
| Kilmer Elementary School | 9/19/2017 9:05AM | 2900 Chapel Avenue | JK1-7, TP-5, BCV-7 | Yes | Mrs. Eloisa DeJesus-Woodruff |
| Kingston Elementary School | 10/16/2017 9:05AM | 320 Kingston Road | KG1,2, CHV38-43 | Yes | Dr. William Marble |
| Knight Elementary School | 9/28/17 9:00AM | 140 Old Carriage Road | RK1-6, RKK1-3, CHV44-48 | Yes | Mr. Eugene Park |
| Mann Elementary School | 9/25/17 8:45AM | 150 Walt Whitman Boulevard | HM1,2,3,5, CHV49-52 | No | Dr. Shilpa Davé |
| Paine Elementary School | 11/3/2017 8:30AM, 12:30PM | 4001 Church Road | TP1-4, TP-6, TP-8, TPK-3, CHV53-56 | Yes | Dr. Kirk Rickansrud |
| Sharp Elementary School | 9/20/17 8:40AM | 300 Old Orchard Road | JS-1,JS-3, JS-5, CHV27, CHV57- CHV62 | Yes | Mr. Ric Miscioscia |
| Stockton Elementary School | 9/29/17 8:40AM | 200 Wexford Drive | RS1-7, 9, CHV63,64,76,77, BCV-6 | Yes | Mr. Jim Riordan |
| Woodcrest Elementary School | 10/10/2017 9:00AM | 400 Cranford Drive | WC2,4,5,6, CHV71,72,73 | Yes | Mr. Jonathan Cohen |

COMMITTEE OF THE WHOLE

December 5, 2017

B. BUSINESS AND FACILITIES

ITEM 3. RESOLUTION FOR THE AWARD OF BIDS

- a) #1718-20 – STUDENT TRANSPORTATION SERVICES TO AND FROM SCHOOL – MCKINNEY-VENTO TRANSPORTATION AND REGULAR EDUCATION RE-BID – SPECIAL EDUCATION TRANSPORTATION 2017/2018 SCHOOL YEAR (12-13-17)

INFORMATION TO BE READY FOR DECEMBER 19, 2017 ACTION MEETING PENDING REVIEW. BID OPENS DECEMBER 13, 2017.

ITEM 4. RESOLUTION FOR THE AWARD OF CHANGE ORDERS

- a) SOFFIT REPLACEMENT AT KINGSTON ELEMENTARY SCHOOL PROJECT #1617-6 (3-17-17)

RECOMMENDATION:

Board approval is requested for Change Order 001, Project Soffit Replacement at Kingston Elementary School be issued to Coastal Land Contractors, Pittsgrove, NJ to reduce the unexpended allowance (deduct) \$27,500.00.

COMMITTEE OF THE WHOLE

December 5, 2017

B. BUSINESS AND FACILITIES

ITEM 5. RESOLUTION FOR THE AWARD OF TRANSPORTATION

a) **SHUTTLE WITH WHEELCHAIR / WHEELCHAIR**

RECOMMENDATION:

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

| School | Route | Original Route | Bus Company | # of students | Effective Date | # Days | Route Cost per diem | Aide Cost per diem | Total Cost |
|----------------------------------|----------------------|----------------|--------------------------------|---------------|---|--------|---------------------|--------------------|-------------|
| Rosa International Middle School | ROSA-X1 (Shuttle WC) | n/a | First Student, Inc. (Lawnside) | 1 | 11/29/17-6/13/18 (Tuesday & Wednesday Only) | 53 | \$219.00 | \$52.00 | \$14,363.00 |
| Bancroft School (Haddonfield) | Q-BNW3 / Wheelchair | n/a | First Student, Inc. (Lawnside) | 1 | 12/1/17-12/20/17 | 14 | \$255.10 | \$51.00 | \$4,285.40 |

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

b) **MCKINNEY-VENTO / DCP&P**

RECOMMENDATION:

Quotes were solicited by the Transportation Department with the low quote awarded. It is recommended that prior administrative approval be ratified for the following route to transport McKinney-Vento / DCP&P student(s):

| School | Route | Transport From | Bus Company | # of students | Effective Date | # Days | Route Cost per diem | Aide Cost per diem | Total Cost |
|------------------------------|---------|------------------|--------------------------------|---------------|-------------------|--------|---------------------|--------------------|------------|
| Longfellow Elementary School | Q-P1117 | Collingswood, NJ | First Student, Inc. (Lawnside) | 1 | 11/14/17-12/22/17 | 27 | \$219.10 | n/a | \$5,915.70 |

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

COMMITTEE OF THE WHOLE

December 5, 2017

B. BUSINESS AND FACILITIES

ITEM 5. RESOLUTION FOR THE AWARD OF TRANSPORTATION

- continued

c) ADDED AIDE

RECOMMENDATION:

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

| School | Route | Original Route | Bus Company | # of students | Effective Date | # Days | Route Cost per diem | Aide Cost per diem | Total Cost |
|-----------------------|-----------------------|----------------|--------------------------------|---------------|----------------------|--------|---------------------|--------------------|------------|
| Garfield Park Academy | GP-1A (Added Aide) | GP-1 | T&L Transportation, Inc. | 1 | 11/27/17- 6/22/18 | 133 | n/a | \$45.00 | \$5,985.00 |

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

ITEM 6. ACCEPTANCE OF DONATIONS

| <u>SCHOOL</u> | <u>DONATION</u> | <u>GROUP OFFERING DONATION</u> | <u>VALUE</u> |
|---------------|---|--------------------------------|--------------|
| Barton | Monetary- to be used to purchase a teleprompter | Patient First | \$1,000.00 |
| Carusi | Monetary- to be used for startup funds for N.D STEM Impact Plan | University of Notre Dame | \$1,000.00* |

*Pending approval

SYNOPSIS OF AUDIT REPORT FOR PUBLIC DISTRIBUTION

**CHERRY HILL TOWNSHIP
COUNTY OF CAMDEN**

As required by Title 18A:23-4, the following is a synopsis of the audit of the financial statements and supplementary data of the Governmental Activities for the year ended June 30, 2017.

| | GENERAL FUND | SPECIAL REVENUE FUND | CAPITAL PROJECTS FUND | DEBT SERVICE FUND | TOTAL 1899 |
|--|-----------------|----------------------------|-----------------------------|-------------------------|---------------|
| ASSETS & OTHER DEBITS | | | | | |
| Cash & Cash Equivalents | \$ 9,996,068 | \$ 49,455 | \$ 519,506 | \$ - | \$ 10,565,029 |
| Accounts Receivable: | | | | | |
| State | 2,293,703 | 2,477 | 2,773,817 | - | 5,069,997 |
| Federal | - | 381,923 | - | - | 381,923 |
| Other | 237,466 | - | 67 | - | 237,533 |
| Interfund | 408,602 | - | - | - | 408,602 |
| Restricted Cash | 8,844,441 | - | - | - | 8,844,441 |
| | <hr/> | | | | |
| Total Assets | \$ 21,780,280 | \$ 433,855 | \$ 3,293,390 | \$ - | \$ 25,507,525 |
| | <hr/> <hr/> | | | | |
| LIABILITIES & FUND BALANCES | | | | | |
| Liabilities: | | | | | |
| Accounts Payable | \$ 641,662 | \$ 125,860 | \$ 7,559 | \$ - | \$ 775,081 |
| Payable to Federal Government | - | 150,554 | - | - | 150,554 |
| Interfund Payable | - | 2,393 | 479 | - | 2,872 |
| Deferred Revenue | 80,179 | 155,048 | - | - | 235,227 |
| Other Current Liabilities | 43,509 | - | - | - | 43,509 |
| | <hr/> | | | | |
| Total Liabilities | 765,350 | 433,855 | 8,038 | - | 1,207,243 |
| | <hr/> | | | | |
| Fund Balances: | | | | | |
| Restricted for: | | | | | |
| Capital Reserve | 8,844,441 | - | - | - | 8,844,441 |
| Capital Projects | - | - | 3,285,352 | - | 3,285,352 |
| Excess Surplus | 1,668,622 | | | | 1,668,622 |
| Assigned to: | | | | | |
| Designated for Subsequent Year's Expenditures | 6,169,638 | - | - | - | 6,169,638 |
| Designated for Subsequent Year's Expenditures (SEMI) | 39,094 | - | - | - | 39,094 |
| Other Purposes | 796,774 | - | - | - | 796,774 |
| Unassigned: | | | | | |
| General Fund | 3,496,361 | - | - | - | 3,496,361 |
| | <hr/> | | | | |
| Total Fund Balances | 21,014,930 | - | 3,285,352 | - | 24,300,282 |
| | <hr/> <hr/> | | | | |
| Total Liabilities & Fund Balances | \$ 21,780,280 | \$ 433,855 | \$ 3,293,390 | \$ - | \$ 25,507,525 |
| | <hr/> <hr/> | | | | |

CHERRY HILL TOWNSHIP
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS
FOR FISCAL YEAR ENDED JUNE 30, 2017

| | GENERAL FUND | SPECIAL REVENUE FUND | CAPITAL PROJECTS FUND | DEBT SERVICE FUND | TOTAL 2017 |
|--|----------------------|----------------------------|-----------------------------|-------------------------|----------------------|
| Revenues: | | | | | |
| Local Sources: | | | | | |
| Local Tax Levy | \$ 164,596,506 | \$ - | \$ - | \$ 2,794,417 | \$ 167,390,923 |
| Tuition | 645,519 | - | - | - | 645,519 |
| Rents and Royalties | 28,409 | - | - | - | 28,409 |
| Interest on Investments | 172,322 | - | - | - | 172,322 |
| Interest on Capital Reserve | 18,122 | - | - | - | 18,122 |
| Miscellaneous | 1,028,226 | 363,425 | - | - | 1,391,651 |
| Total Local Sources | <u>166,489,104</u> | <u>363,425</u> | <u>-</u> | <u>2,794,417</u> | <u>169,646,946</u> |
| State Sources | 35,668,637 | 1,163,590 | 1,128,923 | 1,125,083 | 39,086,233 |
| Federal Sources | 266,496 | 3,938,793 | - | - | 4,205,289 |
| Total Revenues | <u>202,424,237</u> | <u>5,465,808</u> | <u>1,128,923</u> | <u>3,919,500</u> | <u>212,938,468</u> |
| Expenditures: | | | | | |
| Current Expense: | | | | | |
| Regular Instruction | 52,401,189 | 4,296,059 | - | - | 56,697,248 |
| Special Education Instruction | 18,943,957 | - | - | - | 18,943,957 |
| Other Special Instruction | 3,042,715 | - | - | - | 3,042,715 |
| Other Instruction | 2,333,055 | - | - | - | 2,333,055 |
| Support Services: | | | | | |
| Tuition | 8,659,140 | - | - | - | 8,659,140 |
| Student & Instruction Related Services | 20,005,880 | 1,057,588 | - | - | 21,063,468 |
| School Administrative Services | 8,220,773 | - | - | - | 8,220,773 |
| Other Administrative Services | 4,191,002 | - | - | - | 4,191,002 |
| Plant Operations & Maintenance | 10,715,443 | - | - | - | 10,715,443 |
| Pupil Transportation | 10,593,771 | - | - | - | 10,593,771 |
| Unallocated Benefits | 34,576,769 | - | - | - | 34,576,769 |
| On Behalf TPAF Pension and Social Security Contributions | 20,665,191 | - | - | - | 20,665,191 |
| Capital Outlay | 4,385,668 | 112,161 | 3,492,037 | - | 7,989,866 |
| Transfer to Charter Schools | 226,953 | - | - | - | 226,953 |
| Debt Service: | | | | | |
| Principal | - | - | - | 3,455,000 | 3,455,000 |
| Interest & Other Charges | - | - | - | 471,700 | 471,700 |
| Total Expenditures | <u>198,961,506</u> | <u>5,465,808</u> | <u>3,492,037</u> | <u>3,926,700</u> | <u>211,846,051</u> |
| Excess/(Deficiency) of Revenues Over/ (Under) Expenditures | <u>3,462,731</u> | <u>-</u> | <u>(2,363,114)</u> | <u>(7,200)</u> | <u>1,092,417</u> |
| Other Financing Sources/(Uses): | | | | | |
| Transfers In | 2,593,817 | - | 2,520,163 | - | 5,113,980 |
| Transfers Out | (2,520,163) | - | (2,593,817) | - | (5,113,980) |
| Total Other Financing Sources/(Uses) | <u>73,654</u> | <u>-</u> | <u>(73,654)</u> | <u>-</u> | <u>-</u> |
| Excess/(Deficiency) of Revenues & Other Financing Sources Over/(Under) Expenditures & Other Financing Uses | 3,536,385 | - | (2,436,768) | (7,200) | 1,092,417 |
| Fund Balances July 1 | <u>17,478,545</u> | <u>-</u> | <u>5,722,120</u> | <u>7,200</u> | <u>23,207,865</u> |
| Fund Balances June 30 | <u>\$ 21,014,930</u> | <u>\$ -</u> | <u>\$ 3,285,352</u> | <u>\$ -</u> | <u>\$ 24,300,282</u> |

COMMITTEE OF THE WHOLE

December 5, 2017

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.**

Discussion items:

1. None at this time

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> |
|------------------------|----------------------------|---|
| Lisa Aleardi | CHHS West – Mathematics | Leave with pay 9/01/17-12/08/17; Leave without pay 12/08/17-2/14/18 (revised for dates) |
| Christine Buchanan | CHHS West – Home Economics | Leave with pay 11/08/17-12/01/17 |
| Larissa Kohler | Carusi – Mathematics | Leave with pay 11/28/17-1/11/18; Leave without pay 1/12/18-2/09/18 (revised for dates) |
| Juliane Lane | Beck – Guidance | Leave with pay 11/22/17-12/21/17; Leave without pay 12/22/17-5/21/18 |
| Judianne Mayo | Harte – Special Education | Leave with pay 11/07/17-11/24/17 |
| Cynthia Nieves | Beck – Humanities | Leave with pay 11/01/17-12/08/17 (revised for dates) |
| Elizabeth Reilly-Stern | Harte – Media Specialist | Leave without pay 11/15/17-11/30/17 (revised for dates) |

COMMITTEE OF THE WHOLE

December 5, 2017

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> |
|-----------------|--|---|
| Elizabeth Alper | Harte – Educational Assistant | Leave without pay 10/30/17-11/17/17 |
| Linda Badtorff | Barton – Educational Assistant | Leave with pay 11/30/17-12/08/17; Leave without pay 12/11/17-2/12/18 |
| Roberta Croce | Alternative High School – Educational Assistant | Intermittent Leave without pay 11/29/17-2/28/18 |
| Karen Dawson | Cooper – EDCC, Teacher | Leave with pay 11/01/17-1/05/18 |
| Juan Santana | CHHS East – Cleaner | Leave with pay 10/31/17-11/20/17; Leave without pay 11/21/17-11/30/17 (revised for dates) |
| Nancy Walsh | Kilmer – SACC, Aide | Leave with pay 10/23/17-12/01/17 |

COMMITTEE OF THE WHOLE

December 5, 2017

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.

Discussion items:

1. *None at this time*

The Superintendent recommends the following:

1. Second Reading of Policies

ITEM 1. SECOND READING OF POLICIES

- Draft Policy 1250: Civility
- Draft Policy 5330.04: Administering an Opioid Antidote

RECOMMENDATION:

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

COMMITTEE OF THE WHOLE

December 5, 2017

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.**

Discussion items:

- 1. Cherry Hill 2020 – Dr. Meloche, Mrs. Shugars and Mr. Middleton***

SPECIAL ACTION AGENDA

December 5, 2017

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.**
- **Establish a strategic plan that identifies and categorizes the district’s needs through the development of “Cherry Hill Public Schools 2020: A clear vision for the future”**

The Superintendent recommends the following:

1. Approval of the Nursing Services Plan for the 2017-2018 School Year
2. Approval of Rowan College at Burlington County Contract
3. Approval of Attendance at Conferences and Workshops for the 2017-2018 School Year

ITEM 1. APPROVAL OF THE NURSING SERVICES PLAN FOR THE 2017-2018 SCHOOL YEAR

It is requested that the proposal for the Nursing Services Plan for the 2017-2018 school year be approved by the Board of Education as discussed at the Committee of the Whole Meeting on December 5, 2017.

ITEM 2. APPROVAL OF THE ROWAN COLLEGE AT BURLINGTON COUNTY CONTRACT

It is requested that the Board approve a partnership between Cherry Hill Public Schools and Rowan College at Burlington County (RCBC) for a dual credit partnership and welcome training opportunities that may lead to college credits with RCBC. This item was discussed at the October 2, 2017 C&I committee meeting.

Resolution #75-12’17

ITEM 3. 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

SPECIAL ACTION AGENDA

December 5, 2017

A. CURRICULUM & INSTRUCTION

**ITEM 3. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS
FOR THE 2017-2018 SCHOOL YEAR** - continued

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 | Marc Plevinsky Technology | NJASA Techspo 2018, Atlantic City, NJ | 1/25-26, 2018 | \$549.36 Registration/Mileage/ Tolls/Parking |
| B | Rich Simmers Technology | NJASA Techspo 2018, Atlantic City, NJ | 1/25-26, 2018 | \$549.36 Registration/Mileage/ Tolls/Parking |
| C | Farrah Mahan Malberg | NJASA Techspo 2018, Atlantic City, NJ | 1/25-26, 2018 | \$549.36 Registration/Mileage/ Tolls/Parking |

Motion Mrs. Saidel Second Mrs. Judge Vote Ayes - 8 No - 0
Mrs. Schultz – absent

Exceptions:

Item #2 Approval of the Rowan College at Burlington County Contract (Rowan University)

Motion Mrs. Saidel Second Mrs. Judge Vote Ayes - 7 No - 0-1*
Mrs. Schultz – absent

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

SPECIAL ACTION AGENDA

December 5, 2017

B. BUSINESS AND FACILITIES

Board Goals

- **Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.**
- **Create a cost-effective budget that provides for educational resources as well as preventive maintenance and ongoing facilities improvement in all schools.**
- **Enhance communication with and outreach to internal and external stakeholders.**
- **Create an actionable plan, “Cherry Hill Public Schools 2020: A clear vision for the future,” to encompass items to be included in a referendum.**

The Superintendent recommends the following:

1. Approval of Bill List
2. Resolution to Accept Audit Report

ITEM 1. APPROVAL OF BILL LIST

It is recommended that the Bill List dated December 5, 2017 in the amount of \$1,322,856.81 and the SACC Bill List in the amount of \$200.66 be approved as submitted.

ITEM 2. RESOLUTION TO ACCEPT AUDIT REPORT

RESOLVED, that the annual audit for the 2016/2017 school year, as submitted by the District’s auditor and filed with the New Jersey Department of Education, be accepted by the Board and placed on file. The audit report is included in the financial section of the Comprehensive Annual Financial Report.

Summary of Fiscal Year 2017
Audit Report of the Cherry Hill Township School District
Camden County, New Jersey
as Required by N.J.S 18A:23-4

Resolution #76-12’17

Motion: Mr. Goodwin Second: Mrs. Matlack Vote: _____ Ayes - 8 No - 0
Mrs. Schultz – absent

Exceptions:

Item #1 Approval of Bill List (Cooper Health Systems)

Motion: Mr. Goodwin Second: Mrs. Matlack Vote: _____ Ayes - 7 No - 0-1*
Mrs. Schultz – absent

*Mrs. Judge abstained due to a conflict of interest with Cooper Health Systems.

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

Motion: Mr. Goodwin Second: Mrs. Matlack Vote: _____ Ayes - 7 No - 0-1*
Mrs. Schultz – absent

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

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

Motion: Mr. Goodwin Second: Mrs. Matlack Vote: _____ Ayes - 7 No - 0-1*
Mrs. Schultz – absent

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

SPECIAL ACTION AGENDA

December 5, 2017

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. Appointments—Certificated
2. Appointments—Non-Certificated
3. Assignment/Salary Changes—Non-Certificated
4. Other Motions

ITEM 1. 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> |
|---------------|--|--------------------------------|---|
| Jessica Inver | Sharp/Kilmer/Barton/Kingston – World Language (Spanish) (Replacing M. Routh) | On or about 2/05/18-6/30/18 | \$63,467 (Masters+30, Step 11) Prorated |

(b) Co-Curricular

RECOMMENDATION:

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

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Stipend</u> |
|---------------------------------|--|-----------------------|----------------|
| Melissa Venturi Kirkpatrick* | CHHS West-Head Coach, Girls Lacrosse (Spring) | 9/01/17-6/30/18 | \$7,841 |

*Outside district employee

SPECIAL ACTION AGENDA

December 5, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 1. APPOINTMENTS—CERTIFICATED - continued

(c) Student Teacher

RECOMMENDATION:

Be it resolved that the persons 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> |
|-----------------|---------------------------|------------------------|-----------------------------------|
| Amanda Brandt | Fairleigh Dickinson | 1/16/18-5/31/18 | Maryann Alomar/Barton |
| Garrett Seville | The College of NJ | 3/12/18-5/04/18 | Steve Koch/Kilmer |

(d) Clinical Practice Placement

RECOMMENDATION:

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

| <u>Name</u> | <u>College/University</u> | <u>Effective Dates</u> | <u>Cooperating Teacher/School</u> |
|------------------|---------------------------|------------------------|-----------------------------------|
| Louis Pettinelli | Rowan | 1/16/18-3/09/18 | Alexis Henderson/Barton & Johnson |
| Ryan Principato | Rowan | 3/12/18-5/04/18 | Jennifer Peifer/CHHS East |
| Brigid Sullivan | Rowan | 1/16/18-5/04/18 | Denise Horton/Knight |

(e) Practicum in Speech Language

RECOMMENDATION:

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

| <u>Name</u> | <u>College/University</u> | <u>Effective Dates</u> | <u>Cooperating Specialist/School</u> |
|-------------|---------------------------|------------------------|--------------------------------------|
| Katie White | La Salle University | 1/23/18-5/11/18 | Shirley Graves/Harte |

SPECIAL ACTION AGENDA

December 5, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. APPOINTMENTS—NON-CERTIFICATED

(a) Regular

RECOMMENDATION:

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

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Salary</u> |
|--------------------|--|--------------------------------|---|
| Shankar Rodriguez | CHHS East – Cleaner (Replacing J. Lopez) | 11/20/17-6/30/18 | \$28,344 Prorated (revised - includes \$344 for Boilers license) |
| Jenine Del Palazzo | Malberg – H.R. Coordinator (Replacing T. Smalls) | On or about 1/08/18-6/30/18 | \$57,000 Prorated |

ITEM 3. ASSIGNMENT/SALARY CHANGE—NON-CERTIFICATED

(a) Reassignment

RECOMMENDATION:

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

| <u>Name</u> | <u>From</u> | <u>To</u> | <u>Effective Date</u> | <u>Hourly Rate</u> |
|-------------|--|--|-----------------------|--------------------|
| Lisa Davis | Mann – Educational Assistant (\$10.22/hr., 30 hrs/wk) | Mann – Exceptional Educational Assistant (30 hrs/wk) | 11/16/17-6/30/18 | \$12.09 |

SPECIAL ACTION AGENDA

December 5, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 4. 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 2017-18 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

Rutgers University – Camden
University of Phoenix

Motion Mrs. Judge Second Mrs. Scarpellino Vote Ayes - 8 No - 0
Mrs. Schultz – absent

Exceptions:

Item #1(d) – Appointments – Certificated (Rowan University)

Motion Mrs. Judge Second Mrs. Scarpellino Vote Ayes - 7 No - 0-1*
Mrs. Schultz – absent

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

SPECIAL ACTION AGENDA

December 5, 2017

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. Approval of Resolution for QSAC Equivalency Application

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: 07 | Affirmed | 17-18: 3744 | Affirmed | 17-18: 3794 | Affirmed |
| 17-18: 3743 | Affirmed | 17-18: 3747 | Affirmed | 17-18: 3820 | Affirmed |

ITEM 2. APPROVAL OF RESOLUTION FOR QSAC EQUIVALENCY APPLICATION

WHEREAS, on November 14, 2017, the Cherry Hill Board of Education approved the district’s QSAC Statement of Assurance verifying that the district has successfully accomplished the QSAC indicators in the five mandated areas and,

WHEREAS, the Superintendent provided the County Superintendent with the aforementioned completed Statement of Assurance on November 15, 2017 and,

WHEREAS, the County Superintendent, having reviewed the QSAC documents, has deemed the district as demonstrating continued compliance with the QSAC regulations as a high performing district and,

WHEREAS, the State of New Jersey in compliance with N.J.A.C. 6A:5-1(a) and N.J.A.C. 6A:30-3.1(a) – (d) and 3.2, provides an Equivalency Application process for districts who are deemed high performing, and,

SPECIAL ACTION AGENDA

December 5, 2017

D. POLICIES & LEGISLATION COMMITTEE

ITEM 2 . APPROVAL OF RESOLUTION FOR QSAC EQUIVALENCY APPLICATION - continued

WHEREAS, the Equivalency Application provides the district with a three year extension to the QSAC certification and,

WHEREAS, the Board of Education has complied with all aspects of the application,

THEREFORE, SO BE IT, the Board of Education adopts this resolution supporting the proposed equivalency on December 5, 2017.

Motion Mrs. Scarpellini Second Mrs. Judge Vote Ayes 8 - No - 0
Mrs. Schultz – absent

SPECIAL ACTION AGENDA

December 5, 2017

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

Committee of the Whole and Special Action Meeting Minutes
December 5, 2017

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

Mrs. Judge made and Mr. Goodwin seconded a motion to adjourn at 8:40 P.M. All Board
members present voted in favor of the motion.

Respectfully submitted,

A large, stylized blue handwritten letter 'L' with a small horizontal bar at the bottom right.

Assistant Superintendent
Business/Board Secretary