

**CHERRY HILL PUBLIC SCHOOLS**  
**Cherry Hill, New Jersey**

**EXECUTIVE SESSION**

**Malberg Administration Bldg.**

**March 28, 2017 @ 6:00 P.M.**

**AGENDA**

Student Matters

- Review HIB case recommendations
- HIB hearing
- Settlement agreement

Human Resources Matter



**ACTION AGENDA**  
**March 28, 2017**

**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, Ruth Schultz

**Strategic Planning (buff)**

Chairperson: Carol Matlack

Administrative Liaisons: Joe Meloche, Lynn E. Shugars

J. Barry Dickinson, Kathy Judge, Lisa Saidel

***PLEASE NOTE: ALL CHANGES & ADDITIONS TO THE ACTION MEETING ARE TYPED IN BOLD FACE***



# ACTION AGENDA

March 28, 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. First Reading of Revised Policies
2. Approval of Attendance at Conferences and Workshops for the 2016-2017 School Year
3. Approval of the Family Life Curriculum
4. Approval of Out of District Student Placements for the 2016-2017 School Year
5. **Resolution Approving Professional Service Agreements**

### ITEM 1. FIRST READING OF REVISED POLICIES

- Draft Policy 2415.04: Title I - District-Wide Parental Involvement
- Draft Policy 2415.3: Title I - Educational Stability for Children in Foster Care
- Draft Policy 2418: Section 504 of the Rehabilitation Act of 1973 - Students
- Draft Policy 2422: Health and Physical Education
- Draft Policy 2460: Special Education
- Draft Policy 2467: Surrogate Parents and Foster Parents
- Draft Policy 5116: Education of Homeless Children

### RECOMMENDATION:

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

**ACTION AGENDA**

**March 28, 2017**

**A. CURRICULUM & INSTRUCTION**

**ITEM 2. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2016-2017 SCHOOL YEAR**

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

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

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

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

<b><u>#</u></b>	<b><u>NAME</u></b>	<b><u>CONFERENCE</u></b>	<b><u>DATE</u></b>	<b><u>COST NOT TO EXCEED</u></b>
A	Joseph Campisi Malberg	Digital Curriculum Sustainability, Philadelphia, PA	4/27/17	\$32.07 Mileage/Tolls/ Parking General Funds
B	Carolyn Eversole Malberg	NJSABO 55 <sup>th</sup> Annual Conference, Atlantic City, NJ	6/6-9, 2017	\$782.93 Registration/ Lodging/Mileage/ Tolls/Meals/ Incidentals General Funds
C	Rachel Glass Knight	Facts of Dyslexia, Stratford, NJ	4/29/17	\$95.00 Registration General Funds
D	Vincenzo Angelucci Knight	Facts of Dyslexia, Stratford, NJ	4/29/17	\$95.00 Registration General Funds
E	LaCoyya Weathington Malberg	Dyslexia-What Administrators Need to Know, Monroe Twp., NJ	4/27/17	\$73.77 Registration/ Mileage General Funds

**ACTION AGENDA**  
**March 28, 2017**

**A. CURRICULUM & INSTRUCTION**

**ITEM 2. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2016-2017 SCHOOL YEAR-CONTINUED**

<u>#</u>	<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>	<u>COST NOT TO EXCEED</u>
F	Kimberly Davies Woodcrest	Lead the Way, Begin, Evaluate...Gifted Program, Monroe Twp., NJ	3/29/17	\$186.08 Registration/ Mileage/Tolls Title IIA Funds
G	Kimberly Laskey Sharp	Lead the Way, Begin, Evaluate...Gifted Program, Monroe Twp., NJ	3/29/17	\$184.78 Registration/ Mileage/Tolls Title IIA Funds
H	Tessa Wellborn Barton	Lead the Way, Begin, Evaluate...Gifted Program, Monroe Twp., NJ	3/29/17	\$184.96 Registration/ Mileage/Tolls Title IIA Funds
I	Elizabeth Reilly- Stern Harte	Lead the Way, Begin, Evaluate...Gifted Program, Monroe Twp., NJ	3/29/17	\$185.53 Registration/ Mileage/Tolls Title IIA Funds

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

It is recommended that the Board approve the Family Life Curriculum for grades K-5 as discussed at the C&I Committee Meeting on March 6, 2017.

**ITEM 4. APPROVAL OF OUT OF DISTRICT STUDENT PLACEMENTS FOR 2016-2017 SCHOOL YEAR**

It is requested that the following out of district tuition contracts be submitted to the Board of Education for approval for the 2016-17 school year during the March 2017 cycle. There are 7 submissions.

<b>Vendor</b>	<b>ID</b>	<b>Term</b>	<b>RSY</b>	<b>RSY Aide</b>	<b>Out of County Fee</b>	<b>Amt</b>
Bancroft	3012947	2/28/17-6/30/17	22,968	11,088		34,056
Bancroft	3018033	3/1/17-6/30/17	22,608	10,934		33,542
Brookfield	4001352	3/2/17-6/30/17	19,458			19,458
Durand	3016840	2/27/17-6/30/17	25,182	12,950		38,132
GCSSSD	3013420	2/21/17-6/30/17	15,631	15,708	1,283	32,622
Kingsway	3017680	2/27/17-6/30/17	20,235	10,792		31,027
Strang School	3000872	2/21/17-6/30/17	23,302			23,302
					<b>Total</b>	<b>144,541</b>

**ACTION AGENDA**

**March 28, 2017**

**A. CURRICULUM & INSTRUCTION**

**ITEM 5. RESOLUTION APPROVING PROFESSIONAL SERVICE AGREEMENTS**

**5a) BETWEEN THE BOARD AND SAMOST JEWISH FAMILY & CHILDREN'S SERVICE ("JFCS") FOR THE PROVISION OF JOB COACHING AND SUPERVISION/TRANSPORTATION SERVICES**

WHEREAS, effective September 9, 2015, following a competitive contracting process, the Cherry Hill Board of Education approved a contract between the Board and JFCS (the "Agreement") for the provision of Job Coaching and Supervision/Transportation Services (the "Services") for the term of September 9, 2015 through June 30, 2017;

WHEREAS, in accordance with a second rider to the contract, \$76,000.00 was set as the total approved expenditure for the period July 1, 2016 through June 30, 2017;

WHEREAS, the parties must amend the Agreement a third time to increase the contract cost to \$105,000.00 for the period July 1, 2016 through June 30, 2017; and

WHEREAS, JFCS has agreed to the above maximum contract amount;

NOW, THEREFORE, BE IT RESOLVED, that the total expenditure for the Services provided by JFCS for the period July 1, 2016 to June 30, 2017 shall not exceed One Hundred Five Thousand Dollars (\$105,000.00), with no change to existing contract service rates; and be it

FURTHER RESOLVED, that the Board authorizes its President and Board Secretary to execute a Rider to the services contract with JFCS, incorporating the above expenditure limitation into the contract.

**PO #17-06085  
Original Amount \$76,000.00  
Increase - \$29,000.00  
Total amount not to exceed \$105,000.00  
11-204-100-320-71-0001**

**ACTION AGENDA**

**March 28, 2017**

**A. CURRICULUM & INSTRUCTION**

**ITEM 5. RESOLUTION APPROVING PROFESSIONAL SERVICE AGREEMENTS-CONTINUED**

**5b) BETWEEN THE BOARD AND THE COOPER HEALTH SYSTEM TO PROVIDE READING/MULTI-SENSORY REMEDIATION SERVICES**

WHEREAS, effective July 1, 2016, the Cherry Hill Board of Education approved a professional services contract (the "Agreement") between the Board and The Cooper Health System d/b/a Cooper Learning Center ("Cooper") for the provision of reading/multi-sensory remediation services (the "Services") to certain District students for the term of July 1, 2016 through June 30, 2017;

WHEREAS, \$140,000.00 was set as the total approved expenditure for the period July 1, 2016 through June 30, 2017;

WHEREAS, the parties must amend the Agreement to increase the contract cost to \$180,000.00 for the period July 1, 2016 through June 30, 2017; and

WHEREAS, Cooper has agreed to the above maximum contract amount;

NOW, THEREFORE, BE IT RESOLVED, that the total expenditure for the Services provided by Cooper for the period July 1, 2016 to June 30, 2017 shall not exceed One Hundred Eighty Thousand Dollars (\$180,000.00), with no change to existing contract service rates; and be it

FURTHER RESOLVED, that the Board authorizes its President and Board Secretary to execute a Rider to the services contract with Cooper, incorporating the above expenditure limitation into the contract.

**PO #17-00305  
Original Amount \$140,000.00  
Increase - \$40,000.00  
Total amount not to exceed \$180,000.00  
11-204-100-320-71-0001**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_



## ACTION AGENDA

March 28, 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.**
- **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. Financial Reports
2. Resolution Awarding Telecommunications Services Between Cherry Hill Board of Education and Comcast Business Communications, LLC
3. **Resolution Authorization the Business Administrator and Insurance Broker to Solicit, Receive and Evaluate Requests for Proposals for Health Insurance Packages for the District Employees**
4. Resolution for the Award of Transportation
5. Acceptance of Donations

*The Superintendent recommends the following:*

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

- a) BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR JANUARY 2017

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

- b) LINE ITEM TRANSFER REPORTS FOR THE MONTH OF JANUARY 2017

It is recommended that the 2016/2017 Budget be revised by the transfer of funds between line items as listed on the monthly transfer report. (Systems 3000 transfer report).

**ACTION AGENDA**  
**March 28, 2017**

**B. BUSINESS AND FACILITIES**

**ITEM 1. FINANCIAL REPORTS** continued

c) FOOD SERVICE OPERATING STATEMENT FOR JANUARY 2017

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

d) SACC FINANCIAL REPORT FOR JANUARY 2017

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

e) DISBURSEMENT OF FUNDS

<u>FUND</u>	<u>AMOUNT</u>	<u>REPORT DATED</u>
Payroll & FICA	\$10,439,627.70	Payroll Dates: 3/28/17
SACC	<u>\$18,914.54</u>	2/22/17 thru 3/20/17
Grand Total	\$10,458,542.24	

f) APPROVAL OF BILL LIST

It is recommended that the 1<sup>st</sup> Bill List dated March 28, 2017 in the amount of \$2,502,831.29 be approved as submitted.

**ACTION AGENDA**

**March 28, 2017**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTION AWARDING TELECOMMUNICATIONS SERVICES BETWEEN CHERRY HILL BOARD OF EDUCATION AND COMCAST BUSINESS COMMUNICATIONS, LLC**

**WHEREAS, the Cherry Hill Board of Education issued a request for proposals under the competitive contract process for telecommunication services; and**

**WHEREAS, the process followed by the Board qualifies for an exception pursuant to N.J.S.A. 18A:18A-5a.(20) from any requirement to formally bid the services pursuant to the Public School Contracts Law; and**

**WHEREAS, after the proposals were evaluated and graded on the criteria of technical requirements, experience and qualifications, implementation timeline and cost, the committee has recommended an award of a contract to Comcast Business Communications, LLC, as the responsible proposer whose response to the RFP is most advantageous to the District;**

**NOW, THEREFORE, BE IT RESOLVED, that the Cherry Hill Board of Education accepts the proposal of Comcast Business Communications, LLC (“Comcast”) dated March 6, 2017 for provision of telecommunication services to the Cherry Hill Public School District for an initial term of 36 months at a total cost of \$6,647.00 per month for telecommunication services; and be it**

**FURTHER RESOLVED, that the Board President and Assistant Superintendent-Business/Board Secretary are authorized and directed to execute an appropriate form of Network Service Agreement with Comcast embodying the terms of the RFP and Comcast’s proposal, upon approval of the form of same by the Board Solicitor.**

**ACTION AGENDA**

March 28, 2017

**B. BUSINESS AND FACILITIES**

**ITEM 3. RESOLUTION AUTHORIZING THE BUSINESS ADMINISTRATOR AND INSURANCE BROKER TO SOLICIT, RECEIVE AND EVALUATE REQUESTS FOR PROPOSALS FOR HEALTH INSURANCE PACKAGES FOR THE DISTRICT EMPLOYEES**

WHEREAS, the District is authorized under the Public Schools Contracts Law at N.J.S.A. 18A:18A-5(10) to solicit requests for proposals in lieu of formal bids to obtain insurance contracts for its employees; and

WHEREAS, the District has previously engaged the services of Conner Strong & Buckelew pursuant to N.J.S.A. 18A:18A-5(10) to assist the District in evaluating potential vendors to provide health insurance coverages; and

WHEREAS, the RFP has been prepared and reviewed by Connor Strong & Buckelew's counsel and the counsel confirms that the proposal solicitation conforms to the requirements of the Public Schools Contracts Law and other appropriate bidding requirements; and

WHEREAS, because the anticipated value of the insurance contract will exceed \$10,000,000, the RFP and Exhibits have been provided to the Office of State Comptroller in accordance with N.J.S.A. 52:15C-10; and

WHEREAS, the District determines to evaluate insurance options with of the dual goals of providing the District employees equal coverage to the current State Health Benefits Plan while simultaneously protecting the cost to taxpayers; and

WHEREAS, when the proposals arrive, the District, through its counsel, will ensure compliance with the Public Schools Contracts Law and other state procurement requirements and the Business Administrator and CSB will evaluate the merits of each proposal;

NOW, THEREFORE BE IT RESOLVED, by the Cherry Hill Township School District that the Business Administrator shall solicit proposals pursuant to N.J.S.A. 18A:18A-5(10) and the same shall be evaluated by the District and CSB to determine which proposal, if any, meets the District's dual goals of providing health care and creating economies for the taxpayers;

BE IT FURTHER RESOLVED, that because the New Jersey State Health Benefits Plan requires sixty (60) days' notice to leave the plan, and to ensure no loss of coverage for the District employees and to ensure a seamless transition for the new plan year commencing on July 1, 2017, the Business Administrator is authorized to provide such notice in advance of formal approval by the Board to meet the deadline, if it clear that leaving the NJSHBP will meet both of the District's aforementioned goals.

**ACTION AGENDA**  
**March 28, 2017**

**B. BUSINESS AND FACILITIES**

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

**RECOMMENDATION:**

Quotes were solicited with the low quote awarded. It is recommended that prior administrative approval be ratified for the following route:

School	Route	Original Route	Bus Company	# of students	Effective Date	# Days	Route Cost per diem	Aide Cost per diem	Total Cost
Bancroft Haddonfield	Q-BNW/ Wheelchair	n/a	First Student, Inc.	1	3/6/17- 5/31/17	54	\$235.00	\$46.00	\$15,174.00
John A. Carusi Middle School	Q-C317/ Wheelchair for late run	n/a	Hillman's Bus Service, Inc.	1	3/13/17- 4/25/17 (Mon. & Tue. Only)	11	\$168.00	n/a	\$1,848.00

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

**RECOMMENDATION:**

Quotes were solicited 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
Haddon Twp. H.S. & Rohrer M.S.	Q-HTWP2	Cherry Hill	Holcomb Transportation, LLC	2	4/3/17- 6/16/17	49	\$214.95	n/a	\$10,532.55

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

**ACTION AGENDA**  
**March 28, 2017**

**B. BUSINESS AND FACILITIES**

**ITEM 5. ACCEPTANCE OF DONATIONS**

<u>SCHOOL</u>	<u>DONATION</u>	<u>GROUP OFFERING DONATION</u>	<u>VALUE</u>
West	Monetary- to be used for Freshman orientation t-shirts	Cherry Hill Education Foundation	\$1,500 *
West, East, Alt.	Monetary- to be used for Behavioral Health	Cherry Hill Education Foundation	\$2,400 *
East	Monetary- to be used for Red and White Competition t-shirts	Cherry Hill Education Foundation	\$1,500 *
East	Monetary- to be used for Freshman orientation t-shirts	Cherry Hill Education Foundation	\$2,310 *
East	Monetary- to be used for Robotics Club	Bradford White Corp.	\$3,000
Rosa	Monetary- to be used for Interactive Projectors	Cherry Hill Education Foundation	\$3,198 *
Rosa	Monetary- to be used for Chromebooks	Exelon Corp/Parent Kristen Chance	\$600
Sharp	Monetary- to be used for books purchase	Cherry Hill Education Foundation	\$1,348 *
Paine	Monetary- to be used for books purchase	Cherry Hill Education Foundation	\$1,787 *
Paine	Monetary- to be used for books, traffic cones purchase	Cherry Hill Education Foundation	\$1,640 *

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

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**ACTION AGENDA**

**March 28, 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.**
- **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. Termination of Employment—Certificated
- 2. Termination of Employment—Non-Certificated**
3. Appointments—Certificated
4. Leaves of Absence—Certificated
5. Leaves of Absence—Non-Certificated
6. Approval of Revised Job Description
7. Other Compensation—Certificated
8. Other Motions

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

(a) Resignations

**RECOMMENDATION:**

Be it resolved 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>
Kristin Bradford	CHHS West – Assistant Coach, Girls Spring Softball (\$5725)	9/01/16	Personal

**ACTION AGENDA**

**March 28, 2017**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(a) **Resignations**

**RECOMMENDATION:**

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

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective Date</u></b>	<b><u>Reason</u></b>
Marie Kanu	Stockton-SACC, Teacher II (\$11.00/hr)	2/17/17	Personal

**ITEM 3. APPOINTMENTS—CERTIFICATED**

(a) **Speech-Language Internship**

**RECOMMENDATION:**

Be it resolved that the person listed be approved for Speech-Language internship in accord with the data presented.

<b><u>Name</u></b>	<b><u>College/University</u></b>	<b><u>Effective Dates</u></b>	<b><u>Cooperating Teacher/School</u></b>
Pilar Martin	LaSalle	2/20/17-6/16/17	Lori Combs/Kilmer

(b) **Field Experience - School Social Worker**

**RECOMMENDATION:**

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

<b><u>Name</u></b>	<b><u>College/University</u></b>	<b><u>Effective Dates</u></b>	<b><u>Cooperating Social Worker /School</u></b>
Jade Motto	West Chester	9/01/17-6/30/18	Christa Edolo/Rosa

(c) **Field Experience**

**RECOMMENDATION:**

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

<b><u>Name</u></b>	<b><u>College/University</u></b>	<b><u>Effective Dates</u></b>	<b><u>Cooperating Teachers/School</u></b>
Marissa Clemens	Camden County	3/07/17-4/07/17	Amanda Fry/Harte
Brittany Swartz	Drexel	4/03/17-6/12/17	Jenna McCoy/Beck



**ACTION AGENDA**

**March 28, 2017**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(d) Substitute Teachers

**RECOMMENDATION:**

Be it resolved that the persons listed (district educational assistant) be approved as substitute teachers effective 3/29/17-6/30/17. 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>	<u>Name</u>
Joseph DiCarlo	Francis Schmutz	Alissa Rodriguez

(e) Practicum Experience

**RECOMMENDATION:**

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

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Psychologist/School</u>
Taylor Brooks	Philadelphia College of Osteopathic Medicine	3/06/17-6/16/17	Marcia Ruberg/Rosa

(f) Camp Infusion—Title I Meet and Greet

**RECOMMENDATION:**

Be it resolved that the persons listed be approved to provide supervision for the CHHS West Title I meet and greet for Camp Infusion students to choose courses for the summer program on 4/05/17 at the rate of \$22.46/hr (not to exceed 2.5 hrs/each for a total of \$1,350). Monies budgeted from account #20-233-100-101-55-0101.

<u>Name</u>	<u>Name</u>	<u>Name</u>
Steven Ansert	Caroline Babula	Christopher Bova
Kristopher Broadbelt	Sherrilynne Buttenbaum-Adamson	Sondra Castellani
Tracy Cooper	Sharon Ferguson	Derek Field
Kevin Frost	Caitlin Giacabetti	Brian Grillo
Adam Kovalevich	Heather Kurzeja	Megan Langman
Elena Lattin	Maria Lord	Molly McHugh
Daniel McMaster	Paul McNally	Carolyn Messias
Dolores Reilly	Carole Roskoph	Jessica Semar

**ACTION AGENDA**

**March 28, 2017**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

**(g) Camp Thomas Paine – Title I Summer Academy**

**RECOMMENDATION:**

Be it resolved that the persons listed be approved for the Title I Summer Academy effective 7/10/17-8/03/17.

**TEACHER IN CHARGE – budget #20-234-200-101-99-0140**

<u>Name</u>	<u>Hourly Rate</u>
Richard D'Alessandro	\$45.20 (not to exceed \$5290)

**Teachers– \$45.20 hourly (not to exceed \$46,104) Budget #20-234-100-101-99-0140**

<u>Name</u>	<u>Name</u>
Asia Brown	Amanda Fry
Caryn Cutler	Danielle Douglas
David Helgeson	Deborah Jacobs
Hilary Daniels	Irena Amato
Jacqueline Kamison	Melissa Santiago
Karla Smith	Lynn Kahan
Marie Curry de Suarez	Melina Espaillat
Melissa Reitano	Michelle Kosmaczewski
Patrick McHenry	Sarah Cervo
Stephanie Corey	Timothy Dempster
Jennifer Carey	

**Substitutes**

<u>Name</u>	<u>Name</u>
Christina Henes	Marie O'Neil
Linda Weiss	Marie Taylor

**ACTION AGENDA**

**March 28, 2017**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

**(h) Classroom Observation**

**RECOMMENDATION:**

Be it resolved that the persons listed be approved to complete a classroom observation in accord with the data presented.

<u>Name</u>	<u>College/University</u>	<u>Effective Date</u>	<u>Cooperating Teacher/School</u>
Nichole Kates	Rutgers	3/14/17-3/27/17	Heather Esposito/CHHS West
Angela Weeks	Rutgers	3/21/17-3/24/17	Stephen Bon/Kingston/Paine

**(i) Evaluations**

**RECOMMENDATION:**

Be it resolved that the persons listed (current CST Case Managers) be approved to provide Learning, Psychological, and/or Social Evaluations effective 3/01/17-6/30/17, at the rate of \$250/evaluation (not to exceed \$3500). Monies budgeted from account #11-000-219-320-71-0001.

<u>Name</u>	<u>Name</u>	<u>Name</u>	<u>Name</u>
Leanne Bernosky	Stacey Butler	Karen Cornelius	Andrea Finkel
Alan Goldberg	Angelina Phelan	Sharon Pitts	James Southard

**(j) ESL Parent Writing Workshop**

**RECOMMENDATION:**

Be it resolved that the persons listed be approved as providers of ESL Parent Writing Workshop through Title III to parents of Johnson Elementary School students effective 4/27/17, at the rate of \$42.60/hr (not to exceed 2 hours each, total not to exceed \$170.40). Monies budgeted from account #20-245-100-101-99-0101.

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

**ACTION AGENDA**

March 28, 2017

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

**(k) ESL Communication Classes**

**RECOMMENDATION:**

Be it resolved that the persons listed be approved as providers of the ESL Communication Classes to be provided through Title III to parents of Johnson Elementary School students on Tuesdays only effective 4/04/17-5/23/17, at the rate of \$42.60/hr (2 hrs for 7 sessions each, total not to exceed 28 hours and \$1192.80). Monies budgeted from account #20-245-100-101-99-0101.

**Name**

Danielle DiRenzo

**Name**

Lisa Seward

**(l) Co-Curricular**

**RECOMMENDATION:**

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

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective Date</u></b>	<b><u>Stipend</u></b>
Timothy Querns	CHHS West-Volunteer Athletic Aide, Baseball	3/01/17-6/30/17	--
Ali Pilurs*	CHHS West-Volunteer Athletic Aide, Girls Lacrosse	3/01/17-6/30/17	--
Kennith Manyin*	CHHS West-Volunteer Athletic Aide, Boys Lacrosse	3/01/17-6/30/17	--
Robert Hulme*	CHHS East-Assistant Coach, Girls Track (budget #11-402-100-100-50-0101)	9/01/16-6/30/17	\$5725
Benjamin Acquesta	Carusi-Co-Director, Student Council (budget #11-401-100-100-45-0101)	9/01/16-1/23/17 & 5/30/17-6/30/17 (revised for dates)	\$704
Benjamin Acquesta	Carusi-Director, Student Council (budget #11-401-100-100-45-0101)	1/24/17-5/29/17 (revised for dates)	\$1098
Lindsay Ciemiengo	Carusi-Co-Director, Student Council (budget #11-401-100-100-45-0101)	9/01/16-1/23/17 & 5/30/17-6/30/17 (revised for dates)	\$704

\*Outside district employee

## ACTION AGENDA

March 28, 2017

### C. HUMAN RESOURCES/NEGOTIATIONS

#### ITEM 4. 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>
<b>Tiffany Alvarez</b>	<b>Barton – Psychologist</b>	<b>Leave with pay 3/07/17-4/24/17 (am); Leave without pay 4/24/17(pm)-7/31/17</b>
<b>Kristopher Broadbelt</b>	<b>CHHS West – Special Education</b>	<b>Leave with pay 4/4/17-4/18/17</b>
<b>Lindsay Ciemiengo</b>	<b>Carusi – Math</b>	<b>Leave with pay 1/24/17-3/23/17 Leave without pay 3/24/17-5/29/17 (revised for dates)</b>
<b>Shilpa Dave</b> Monica Gonzales	<b>Mann – Principal</b> CHHS East – Special Education	<b>Leave with pay 4/04/17-4/25/17 Leave with pay 2/24/17-5/15/17</b>
Dana Hawkey	Paine – Special Education	Leave without pay 3/03/17-3/07/17
<b>Michele Kains</b>	<b>Rosa/Sharp – ESL</b>	<b>Leave with pay 4/17/17-5/01/17</b>
<b>Elise Kaplow</b>	<b>Cooper – Teacher Coach</b>	<b>Leave with pay 3/15/17-4/14/17</b>
Dana Kleinman	Harte – 3 <sup>rd</sup> Grade	Leave with pay 9/01/16-10/31/16; Leave without pay 11/01/16-6/30/17 (leave extended)
<b>Elizabeth Nieradka</b>	<b>Carusi – Language Arts</b>	<b>Leave with pay 5/9/17-6/30/17; Leave without pay 9/1/17-1/15/18</b>
Elizabeth Shin	Beck – Music	Leave with pay 9/27/16-10/21/16; Leave without pay 10/22/16-6/30/17 (revised for dates)
<b>Janice Simpson</b>	<b>CHHS West – Special Education</b>	<b>Leave without pay 2/22/17-3/08/17</b>
<b>Marie Smith</b>	<b>Stockton – Nurse</b>	<b>Leave with pay 3/15/17-3/31/17</b>
Michael Surrency	CHHS East – Special Education	Leave with pay 2/06/17-5/10/17 (am) Leave without pay 5/10/17(pm) -6/30/17
Leslie Wallace	CHHS West/East – Math	Leave with pay 3/24/17-4/24/17
Martina Wilkerson	Rosa – Learning Disabilities Teacher Consultant	Leave with pay 1/06/17-1/18/17; Leave without pay 1/19/17-4/06/17 (revised for dates)

**ACTION AGENDA**

**March 28, 2017**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 5. 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>
<b>Joanne Dellelci</b>	<b>Sharp – Educational Assistant</b>	<b>Leave with pay 3/08/17-3/16/17</b>
Esther Fishman	Harte – Educational Assistant	Leave with pay 12/14/16-3/31/17 (dates extended)
<b>Marianne Harms</b>	<b>Sharp – Educational Assistant</b>	<b>Leave with pay 3/13/17-3/21/17 (am only)</b> <b>Leave without pay 3/21/17(pm only)-</b> <b>5/26/17</b>
Cheryl Little	Mann – Exceptional Educational Assistant	Leave with pay 1/09/17-1/13/17
<b>Jorge Lopez</b>	<b>Sharp – Cleaner</b>	<b>Leave with pay 3/03/17-3/20/17</b>
<b>Linda Pettersen</b>	<b>Mann – Educational Assistant</b>	<b>Leave without pay 3/01/17-3/07/17</b>
Elizabeth Sevast	Woodcrest – Teacher II, SACC	Leave with pay 3/20/17-4/07/17
<b>David Shade</b>	<b>Marlkress – Maintenance</b>	<b>Leave with pay 3/30/17-5/12/17</b>
<b>Francisca Vega</b>	<b>Alternative HS/Malberg – Lead Cleaner</b>	<b>Leave with pay 2/28/17-3/10/17</b>

**ITEM 6. APPROVAL OF REVISED JOB DESCRIPTIONS**

**RECOMMENDATION:**

Be it resolved that the revised job description listed be approved as presented effective 3/29/17.

- Plumbing Lead

**ACTION AGENDA**

March 28, 2017

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 7. OTHER COMPENSATION—CERTIFICATED**

(a) Payment to Presenter

**RECOMMENDATION:**

Be it resolved that the persons listed be added to the previously approved list to present after school workshops effective 9/12/16-5/31/17, at the rate of \$53.56/hr (not to exceed a total of \$49,703.68). Monies budgeted from Title IIA account #20-273-200-101-99-0101.

<u>Name</u>	<u>Name</u>	<u>Name</u>	<u>Name</u>
Vincenzo Angelucci	Matthew Cieslik	Heather Esposito	Michael Mancinelli
Emily Sierra	James Wence	<b>Mary Kopczynski</b>	

(b) Payment to Presenters – Title I Summer Academy

**RECOMMENDATION:**

Be it resolved that the persons listed be approved to participate in the Camp Thomas Paine parent information night on 5/10/17, at the rate of \$71.42/hr (not to exceed \$1575). Monies budgeted from account #20-233-200-101-99-0125.

<u>Name</u>	<u>Name</u>	<u>Name</u>	<u>Name</u>
Amanda Fry	Asia Brown	Caryn Cutler	Danielle Douglas
David Helgeson	Deborah Jacobs	Hilary Daniels	Irena Amato
Jacqueline Kamison	Melissa Santiago	Jennifer Carey	Karla Smith
Marie Curry De Suarez	Melina Espaillat	Melissa Reitano	Michelle Kosmaczewski
Patrick McHenry	Sarah Cervo	Stephanie Corey	Timothy Dempster
Richard D'Alessandro	Lynn Kahan		

(c) Payment to Presenters – Title I Summer Academy

**RECOMMENDATION:**

Be it resolved that the persons listed be approved to participate in the Camp Thomas Paine professional development planning session on 6/21/17, at the rate of \$104.50/day (not to exceed \$2299). Monies budgeted from account #20-233-200-101-99-0140.

<u>Name</u>	<u>Name</u>	<u>Name</u>	<u>Name</u>
Amanda Fry	Asia Brown	Caryn Cutler	Danielle Douglas
David Helgeson	Deborah Jacobs	Hilary Daniels	Irena Amato
Jacqueline Kamison	Melissa Santiago	Jennifer Carey	Karla Smith
Marie Curry De Suarez	Melina Espaillat	Melissa Reitano	Michelle Kosmaczewski
Patrick McHenry	Sarah Cervo	Stephanie Corey	Timothy Dempster
Richard D'Alessandro	Lynn Kahan		

**ACTION AGENDA**

**March 28, 2017**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 8. OTHER MOTIONS**

(a) First Reading of Revised Policy

<u>Draft Policy Number</u>	<u>Title</u>
3244	In Service Training
5305	Health Services Personnel

**RECOMMENDATION:**

Be it resolved that the policies listed be approved for first readings as presented.

(b) Withholding Increment

**Resolved, upon the recommendation of the superintendent of schools, that the Cherry Hill Board of Education withholds the employment and adjustment salary increment of staff member #4164 effective for the 2017-18 school year.**

(c) Withholding Increment

**Resolved, upon the recommendation of the superintendent of schools, that the Cherry Hill Board of Education withholds the employment and adjustment salary increment of staff member #5711 effective for the 2017-18 school year.**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_



## **ACTION AGENDA**

**March 28, 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.**
- **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. Second Reading and Adoption of Revised Policies
2. First Reading of Revised Policies
3. Waiver of Regulation 2340: Field Trips
4. Approval of Harassment/Intimidation/Bullying Investigation Decisions
5. Approval of Harassment/Intimidation/Bullying Hearing Decision
6. Approval of Harassment/Intimidation/Bullying Hearing Decision

### **ITEM 1. SECOND READING AND ADOPTION OF REVISED POLICIES**

- Bylaw 0168: Recording Board Meetings
- Draft Policy 1140: Affirmative Action Program
- Draft Policy 1220: Employment of Chief School Administrator
- Draft Policy 1310: Employment of School Business Administrator/Board Secretary
- Draft Policy 1523: Comprehensive Equity Plan
- Draft Policy 1530: Equal Employment Opportunities
- Draft Policy 1550: Affirmative Action Program for Employment and Contract Practices
- Draft Policy 2200: Curriculum Content
- Draft Policy 2260: Affirmative Action Program for School and Classroom Practices
- Draft Policy 2340: Field Trips
- Draft Policy 2411: Guidance Counseling
- Draft Policy 2431: Athletic Competition
- Draft Policy 3111: Creating Position
- Draft Policy 3124: Employment Contract
- Draft Policy 3125: Employment of Teaching Staff Members
- Draft Policy 3125.2: Employment of Substitute Teachers
- Draft Policy 3126: District Mentoring Program
- Draft Policy 3141: Resignation

**ACTION AGENDA**  
**March 28, 2017**

**D. POLICIES & LEGISLATION COMMITTEE**

**ITEM 1. SECOND READING AND ADOPTION OF REVISED POLICIES**

continued

- Draft Policy 3144: Certification of Tenure Charges
- Draft Policy 3159: Teaching Staff Member/School District Reporting Responsibilities
- Draft Policy 3212: Attendance (Teaching Staff)
- Draft Policy 3231: Outside Employment as Athletic Coach
- Draft Policy 3240: Professional Development for Teachers and School Leaders
- Draft Policy 3431: Uncompensated Leave (Teaching Staff)
- Draft Policy 3432: Sick Leave (Teaching Staff)
- Draft Policy 3436: Personal Leave (Teaching Staff)
- Draft Policy 4159: Support Staff Member/School District Reporting Responsibilities
- Draft Policy 4212: Attendance (Support Staff)
- Draft Policy 4431: Uncompensated Leave (Support Staff)
- Draft Policy 4432: Sick Leave (Support Staff)
- Draft Policy 4436: Personal Leave (Support Staff)
- Draft Policy 5339: Screening for Dyslexia
- Draft Policy 5350: Student Suicide Prevention
- Draft Policy 5750: Equal Educational Opportunity
- Draft Policy 5755: Equity in Educational Programs and Services
- Draft Policy 9541: Student Teachers/Interns

**RECOMMENDATION:**

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

**ITEM 2. FIRST READING OF REVISED POLICIES**

- Draft Policy 0167: Public Participation in Board Meetings
- Draft Policy 5514: Use of Student Vehicles on School Grounds
- Draft Policy 8330: Student Records
- Draft Policy 8454: Management of Pediculosis
- Draft Policy 8630: Bus Driver – Bus Aide Responsibility

**RECOMMENDATION:**

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

**ACTION AGENDA**  
**March 28, 2017**

**D. POLICIES & LEGISLATION COMMITTEE**

**ITEM 3. WAIVER OF REGULATION 2340: FIELD TRIPS**

**RECOMMENDATION:**

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

<b>School</b>	<b>Trip</b>	<b>Location</b>	<b>Dates</b>	<b># School Days Missed</b>
Rosa Middle School	National History Day Competition	College Park, MD	6/11-15/2017	<b>4</b>
CHHS East	Vex Robotics Competition	Louisville, KY	4/18-23/2017	<b>4</b>

**ITEM 4. APPROVAL OF HARASSMENT/INTIMIDATION/BULLYING INVESTIGATION DECISIONS**

Be it Resolved, that the Cherry Hill Board of Education approves issuance of written decisions affirming, rejecting or modifying the Superintendent's determination in the following student HIB investigations:

<u>Incident Report No.</u>	<u>Board Determination</u>	<u>Incident Report No.</u>	<u>Board Determination</u>	<u>Incident Report No.</u>	<u>Board Determination</u>
16-17:2563		16-17:2606		16-17:2669	
16-17:2564		16-17:2607		16-17:2672	
16-17:2579		16-17:2619		16-17:2675	
16-17:2581		16-17:2621		16-17:2680	
16-17:2591		16-17:2632		16-17:2681	
16-17:2594		16-17:2636		16-17:2686	
16-17:2597		16-17:2655		16-17:2688	
16-17:2599		16-17:2660		16-17:2705	
16-17:2602		16-17:2662		16-17:2711	

**ITEM 5. APPROVAL OF HARASSMENT/INTIMIDATION/BULLYING HEARING DECISION**

Resolved, that the Cherry Hill Board of Education approves and adopts the written HIB appeal decision in HIB Incident Number 16-17:2044, affirming the Board's prior determination that the actions did not constitute HIB, and directs the Superintendent to provide a copy of the decision to the parents of the affected pupils.

**ACTION AGENDA**

**March 28, 2017**

**D. POLICIES & LEGISLATION COMMITTEE**

**ITEM 6. APPROVAL OF HARASSMENT/INTIMIDATION/BULLYING  
HEARING DECISION**

Resolved, that the Cherry Hill Board of Education approves and adopts the written HIB appeal decision in HIB Incident Number 16-17:1984, affirming the Board's prior determination that the actions did constitute HIB, and directs the Superintendent to provide a copy of the decision to the parents of the affected pupils.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

## **ACTION AGENDA**

**March 28, 2017**

### **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.**
- **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"**

**NO ITEMS**