

CHERRY HILL PUBLIC SCHOOLS  
Cherry Hill, New Jersey

REGULAR MEETING MINUTES

January 26, 2016

The regular monthly meeting of the Cherry Hill Township Board of Education was held in Malberg Administration Bldg., 45 Ranoldo Terrace, Cherry Hill, New Jersey on January 26, 2016.

The meeting was called to order by Mrs. Matlack at 6:45 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 21, 2016.
- (B) TRANSMITTED NOTICE TO THE COURIER POST AND THE PHILADELPHIA INQUIRER ON JANUARY 21, 2016.
- (C) TRANSMITTED NOTICE TO THE CLERK OF CHERRY HILL TOWNSHIP ON JANUARY 21, 2016.

A roll call recorded the following Board Members as present:

Dr. J. Barry Dickinson	Mr. Elliot Roth
Mr. Eric Goodwin	Mrs. Lisa Saidel
Mrs. Kathy Judge	Mrs. Jane Scarpellino
Mr. Steven Robbins	Mr. Ken Tomlinson
	Mrs. Carol A. Matlack

Student Representatives:

Drew Meklinsky, H.S. East	Justin Gick, H.S. West Alternate
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Also in attendance were: Dr. J. Meloche, Mrs. K. Gilfillan, Esq., Mr. J. Devereaux, Mr. J. Gallagher, Ms. N. Adrian, Mr. D. Bart, Ms. L. Weathington, Dr. F. Mahan, and Mrs. B. Wilson.

Regular Meeting Minutes  
January 26, 2016

Mrs. Matlack read the following notice in accordance with the Open Public Meetings Act.

RESOLVED, PURSUANT TO THE PUBLIC MEETINGS ACT THAT THE BOARD MEETS IN CLOSED SESSION AT THIS TIME TO DISCUSS CONFIDENTIAL MATTERS PERTAINING TO STUDENT MATTERS 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. Judge made and Mrs. Saidel seconded a motion to adjourn to Executive Session for the purpose of discussing Student Matters and CHEA Negotiations at 6:45 P.M.

Mrs. Matlack called the Regular Meeting to order in public session from the Executive Session at 7:00 P.M.

Mrs. Matlack led the Pledge of Allegiance.

Mr. Robbins made and Mrs. Saidel seconded a motion to approve the Minutes of the Regular Meeting dated December 22, 2015 and the Board Work Session and Special Action Meeting dated December 8, 2015. Executive Session Meetings dated December 8, 2015 and December 22, 2015.

Ayes - 8    No - 0-1\*

EXCEPTIONS:

\*Mr. Tomlinson abstained

Regular Meeting Minutes  
January 26, 2016

Correspondence:

There being no correspondence Mrs. Matlack moved the meeting to presentations.

Presentations:

Keisha Nelson, Student Advocate at High School West, Director of Black Broadway Production “Tulsa” presented cast members from High Schools East and West. The students performed a preview of the show. Full performances will be February 5<sup>th</sup> and 6<sup>th</sup> at High School West.

Student Representative Reports:

The student representatives from High School East and High School West reported on the activities and events at their respective schools.

Public Discussion:

CHEA President, Martin Sharofsky had questions on item #'s 4 and 5 on the business and facilities agenda.

Superintendent's Comments:

Dr. Meloche expressed appreciation for the presentation preview and for Mr. and Mrs. Nelson's creative talents and dedication to the program.

Dr. Meloche commented on the following:

- Academic year is about half over.
- Winter sports coming to an end.
- Spring plays at High Schools East and West.
- Open Houses coming up at the secondary schools.
- College Acceptances.
- School Board Recognition Month.

Mrs. Matlack called the meeting to order from the recess for public discussion for the purpose of considering and voting on the items presented in the Action Agenda which is incorporated as part of the minutes.

**ACTION AGENDA**  
**January 26, 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
2. Approval of Attendance at Conferences and Workshops for the 2015-2016 School Year
3. Approval of Non Public Technology for 2015-2016 school year
4. Approval of Comprehensive Equity Plan for the Academic Years 2016-2019
5. Approval of Out of District Student Placements for 2015-2016 School Year
6. Approval of Agreements for the 2015-2016 School Year under \$17,500
7. Resolution Authorizing the Provision of Professional Development Services by Marcia Kish, DSD to Politz Day School Personnel

**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.

PO #16-05593

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

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.

PO #16-05594

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

**Resolution #152-1'26**

**ACTION AGENDA**  
**January 26, 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	Toni Tomei Barclay	Assessment and Intervention for Executive Function Disabilities	3/4/16	\$149.00 Registration
B	Stacey Butler Beck	Assessment and Intervention for Executive Function Disabilities	3/4/16	\$149.00 Registration
C.	Barbara Kase-Avner Beck	BLS Instructor Course	5/4/16, 5/7/16	\$350 Registration
D.	Barbara Kase-Avner Beck	NJSSNA Spring Conference	4/9/16	\$220 Registration
E.	Mary Kopczynski Woodcrest	Assessment and Intervention for Executive Function Disabilities	3/4/16	\$149.00 Registration

**ACTION AGENDA**  
**January 26, 2016**

**A. CURRICULUM & INSTRUCTION**

**ITEM #3. APPROVAL OF NON-PUBLIC SCHOOL TECHNOLOGY FOR 2015-2016 SCHOOL YEAR**

It is recommended that the Board approve technology for the Non-Public Schools for the 2015-2016 school year.

The King's Christian School

Product Name and Description

Vendor/Distributor

Kingston SSDNow V300 Series 2.5

North Star Technology

**ITEM #4. APPROVAL OF COMPREHENSIVE EQUITY PLAN FOR THE ACADEMIC YEARS 2016-2019 AND THE AFFIRMATIVE ACTION TEAM**

Resolved based on the recommendation of the Superintendent of Schools that the Board of Education authorize the Affirmative Action team to develop a needs assessment and a Comprehensive Equity Plan for the academic years 2016-2019. Jim Gallagher, LaCoyya Weathington, Farrah Mahan, George Guy, John Cafagna, Donean Chinn-Parker, Al Morales, Karen Rockhill and Rebecca Metzger.

**ITEM #5. APPROVAL OF OUT OF DISTRICT STUDENT PLACEMENTS FOR 2015-2016 SCHOOL YEAR**

It is requested that the following out of district tuition contracts be submitted to the Board of Education for approval for the 2015-16 school year during the January 2016 cycle. There are 9 submissions (including 1 revision).

<b>VENDOR</b>	<b>ID</b>	<b>TERM</b>	<b>RSY TUITION</b>	<b>RSY Aide</b>	<b>ESY</b>	<b>Out of Co Fee</b>	<b>AMT</b>
Bancroft	3017751	11/3/15-6/30/16	41,366	21,714			63,080
Burlington Co. SSD	2021634	9/3/15-6/30/16	40,334	37,000		3,100	80,434
Burlington Co. SSD	2031627	9/3/15-6/30/16	45,935	37,000		3,100	86,035
Gloucester Co SSSD	3018136	11/9/15-6/30/16	35,820			3,000	38,820
Larc*	3012956	11/30/15-6/30/16	29,322				29,322
Ranch Hope/Alloway Elem.**	2031530	4/13/15-6/19/15	6,000				6,000
YALE	3014287	7/6/15-6/30/16	48,554		8,093		56,647
YALE	3017755	1/4/16-6/30/16	29,402				29,402
YALE	3006293	12/14/15-6/30/16	34,324				34,324
							<b>424,064</b>

\*orig BOE approved 8/11 P.O. 16-2640 - student left 9/15/15 - P.O. was reduced and closed. Student re-enrolled 11/30/15

\*\*this is for the 14-15 school year

**Resolution #153-1'26**

**ACTION AGENDA**  
**January 26, 2016**

**A. CURRICULUM & INSTRUCTION**

**ITEM #6. APPROVAL OF AGREEMENTS FOR 2015-2016 SCHOOL YEAR-UNDER \$17,500**

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Cherry Hill Board of Education, that the Board hereby approves the appended list of Approved Private Providers to perform such evaluations, consultations and services as are determined necessary and prudent by the Assistant Superintendent for Curriculum & Instruction for the 2015-2016 school year; and be it

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

Lynn Hart

To provide Learning Evaluations for the 2015/2016 School Year  
Original PO Amount \$2,000  
Increase of \$1,000  
Amount not to exceed \$3,000  
PO #16-03463  
11-000-219-320-71-0001

Kim Seifring

To Provide Learning Evaluations for the 2015/2016 School Year  
Original PO Amount \$8,500  
Increase of \$1,000  
Amount not to exceed \$9,500  
PO #16-01544  
11-000-219-320-71-0001

Desiree Marasa

To provide Psychological Evaluations for the 2015/2016 School Year  
Original PO Amount \$2,000  
Increase of \$2,000  
Amount not to exceed \$4,000  
PO #16-04482  
11-000-219-320-71-0001

**Resolution #154-1'26**

**ACTION AGENDA**  
**January 26, 2016**

**A. CURRICULUM & INSTRUCTION**

**ITEM #7. RESOLUTION AUTHORIZING THE PROVISION OF PROFESSIONAL DEVELOPMENT SERVICES BY MARCIA KISH, DSD TO POLITZ DAY SCHOOL PERSONNEL**

WHEREAS, the Board has determined, based upon the recommendation of its Administration, that there is a need for additional professional development services to provide Blended Learning for Special Education;

WHEREAS, the proposed budget is \$1,481.00 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 Marcia Kish for a total amount not to exceed One Thousand Four Hundred Eighty One Dollars (\$1,481.00)

PO #16-05536  
20-272-200-300-59-0027

**Resolution #155-1'26**

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



**ACTION AGENDA**  
**January 26, 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. Resolution to Amend the Cherry Hill Board of Education 403(b) Retirement Plan
5. Resolution Approving Contract with Express Scripts, Inc.
6. 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) SACC FINANCIAL REPORT FOR NOVEMBER 2015
- d) DISBURSEMENT OF FUNDS
- e) APPROVAL OF BILL LIST

**ITEM 2. RESOLUTIONS**

- a) SPRING PLAY EXPENSE – HIGH SCHOOL EAST
- b) SPRING PLAY EXPENSE – HIGH SCHOOL WEST
- c) A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH TTI, INC. FOR PROVISION OF ENVIRONMENTAL SERVICES – MALBERG BUILDING

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

- a) ROUTE #Q-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

**ACTION AGENDA**  
**January 26, 2016**

**B. BUSINESS AND FACILITIES**

**ITEM 4. RESOLUTION TO AMEND THE CHERRY HILL BOARD OF  
EDUCATION 403(b) RETIREMENT PLAN**

**ITEM 5. RESOLUTION APPROVING CONTRACT WITH EXPRESS SCRIPTS,  
INC.**

**ITEM 6. ACCEPTANCE OF DONATIONS**

**ACTION AGENDA**  
**January 26, 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) **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.

d) **DISBURSEMENT OF FUNDS**

<u>FUND</u>	<u>AMOUNT</u>	<u>REPORT DATED</u>
Payroll & FICA	\$13,298,979.21	Payroll Dates: 12/18/2015; 12/23/2015;1/15/2016
Food Service	\$311,374.10	12/22/2015
SACC	<u>\$24,807.78</u>	12/16/2015 thru 1/19/2016
Grand Total	\$13,635,161.09	

e) **APPROVAL OF BILL LIST**

It is recommended that the bill list dated January 26, 2016 in the amount of \$2,261,584.15 be approved as submitted.

**ACTION AGENDA**  
**January 26, 2016**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTIONS**

a) SPRING PLAY EXPENSE – HIGH SCHOOL EAST

In anticipation of revenue in the amount of \$66,237.00, it is recommended that High School East be given permission to procure the following items for the Spring Play “BEAUTY AND THE BEAST” without exceeding the stated amounts.

Royalties	\$7,837.00
Costumes	7,000.00
Lighting	5,000.00
Printing	850.00
Music	800.00
Sound Equipment	5,000.00
Make-up	500.00
Set Construction	8,500.00
Publicity	1,500.00
Miscellaneous	<u>8,700.00</u>
	\$45,687.00

Anticipated Profit \$20,550.00

b) SPRING PLAY EXPENSE – HIGH SCHOOL WEST

In anticipation of revenue in the amount of \$65,810.00, it is recommended that High School West be given permission to procure the following items for the Spring Play “THE LITTLE MERMAID” without exceeding the stated amounts.

Royalties	\$7,410.00
Costumes	15,000.00
Lighting	9,681.00
Printing	1,000.00
Music	2,285.00
Sound Equipment	- 0 -
Make-up	3,000.00
Set Construction	9,000.00
Publicity	- 0 -
Miscellaneous	<u>6,000.00</u>
	\$53,376.00

Anticipated Profit \$12,434.00

**ACTION AGENDA**  
**January 26, 2016**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTIONS**

c) **A RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT WITH TTI, INC. FOR PROVISION OF ENVIRONMENTAL SERVICES – MALBERG BUILDING**

WHEREAS, the Cherry Hill Board of Education requires the services of a Licensed Site Remediation Professional (“LSRP”) for work required at the Board’s Malberg Administration Building; and

WHEREAS, based upon the advice of its Administration, the Board determines that TTI Environmental, Inc. (“TTI”) has been providing various professional environmental services to the Board in a satisfactory and cost effective manner, and

WHEREAS, the Board has previously engaged the services of TTI for specific projects, and continuing the services of TTI for the work at the Malberg Building will be the most efficient means of procuring such services; and

WHEREAS, TTI is qualified to provide LSRP services, which constitute professional services within the meaning of the Public School Contracts Law; and

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

NOW, THEREFORE, BE IT RESOLVED, that the Cherry Hill Board of Education accepts TTI’s proposal to perform additional LSRP services at the Malberg Administration Building, at a total cost of \$8,068.18

and be it

FURTHER RESOLVED, that the Assistant Superintendent-Business is authorized to execute an acceptance of TTI’s written proposal, which shall serve as the parties’ written contract in this matter; and be it

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

PO #16-05418

Account Code: 11-000-261-420-60-0001

**Resolution #156-1’26**

**ACTION AGENDA**  
**January 26, 2016**

**B. BUSINESS AND FACILITIES**

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

- a) ROUTE #Q-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

**Resolution #157-1'26**

- 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

**Resolution #158-1'26**

**ACTION AGENDA**  
**January 26, 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

**Resolution #159-1'26**

- 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

**Resolution #160-1'26**

**ACTION AGENDA**  
**January 26, 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

**Resolution #161-1'26**

- 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

**Resolution #162-1'26**



**ACTION AGENDA**  
**January 26, 2016**

**B. BUSINESS AND FACILITIES**

**ITEM 4. RESOLUTION TO AMEND THE CHERRY HILL BOARD OF EDUCATION 403(b) RETIREMENT PLAN**

WHEREAS, the Cherry Hill Board of Education (“Board”) maintains the Cherry Hill Board of Education 403(b) Retirement Plan (“Plan”); and

WHEREAS, the Plan was duly adopted by the Board by a resolution approved at its December 16, 2008 meeting effective January 1, 2009, and amended by Board resolution duly approved on December 15, 2009; and

WHEREAS, the Board desires to amend the Plan to permit Roth 403(b) Contributions and the in-plan rollover of a Non-Roth Account to a Roth Account;

NOW, THEREFORE, BE IT RESOLVED that section 6.6, ROTH, of the Plan is hereby amended to read as follows:

**6.6 Roth 403(b) Contributions**

ROTH contributions shall be allowed under the Plan. The rules of §1.401(k)–1(f)(1) for designated Roth contributions under a qualified cash or deferred arrangement shall apply to designated Roth contributions under the Plan. Thus, a designated Roth contribution under the Plan is a section 403(b) elective deferral that is designated irrevocably by the Employee at the time of the cash or deferred election as a designated Roth contribution being made in lieu of all or a portion of the section 403(b) elective deferrals the Employee is otherwise eligible to make under the Plan. A designated Roth contribution shall be treated by the Employer as includible in the Employee's gross income at the time the Employee would have received the amount in cash if the Employee had not made the cash or deferred election (such as by treating the contributions as wages subject to applicable withholding requirements); the Plan will allocate Roth contributions to a separate Account which shall be maintained in accordance with Treasury Regulation §1.401(k)–1(f)(2). Gains, losses, and other credits and charges shall be separately allocated on a reasonable and consistent basis to each Participant's Roth contribution Account and the Participant's other Accounts under the Plan.

A designated Roth contribution under the Plan must satisfy the requirements applicable to section 403(b) elective deferrals under the Plan and the requirements of §1.403(b)–6(d). Similarly, a designated Roth account under the Plan is subject to the rules of Code sections 401(a)(9)(A) and (B) and §1.403(b)–6(e). Notwithstanding section 6.1 [the eligible rollover provision], a direct rollover of a distribution from a Roth Account under the Plan will only be made to another qualified Roth contribution program described in Code section 402A or a Roth IRA described in Code section 408A, the Plan will only accept a rollover contribution to a Roth Account if it is a direct rollover from another qualified contribution program described in Code section 402A, and the Plan will only make or accept a rollover if the rollover is permitted under the rules of Code section 402(c).

BE IT FURTHER RESOLVED that the Plan shall include the following new section 6.7 Roth 403(b) Contributions:

**6.7 In-plan rollover from a Non-Roth Account to a Roth Account**

If the Adoption Agreement so specifies-OR-If the Plan includes a qualified Roth contribution program, a Participant, Beneficiary, or Alternate Payee may, consistent with IRC § 402A(c)(4), direct an in-Plan qualified rollover contribution into a Roth Account of an amount under a Non-Roth Account that, for a transfer before January 1, 2013, the Participant, Beneficiary, or Alternate Payee otherwise was entitled to receive as an Eligible Rollover Distribution, or for a transfer after December 31, 2012 is consistent with IRC § 402A(c)(4)(E).

BE IT FURTHER RESOLVED, that the Board hereby ratifies, approves and restates the Cherry Hill Board of Education 403(b) Plan in its entirety as amended herein.

BE IT FURTHER RESOLVED, that the Board’s Assistant Superintendent-Business/Board Secretary is authorized to execute any documents necessary to effectuate the terms of this Resolution.

**ACTION AGENDA**  
**January 26, 2016**

**B. BUSINESS AND FACILITIES**

**ITEM 5. RESOLUTION APPROVING CONTRACT WITH EXPRESS SCRIPTS, INC.**

WHEREAS, the Board requires the services of a pharmacy benefit management services company to manage prescription insurance coverage provided to District employees; and

WHEREAS, the Board's insurance broker, Conner, Strong & Buckelew, has after due diligence investigation determined that the proposal for such services submitted by Express Scripts, Inc., a Delaware corporation, is most advantageous to the Board, price and other factors considered, and has recommended that the Board award a contract to Express Scripts, Inc. for provision of pharmacy benefit management services; and

WHEREAS, the provision of such services is exempt from the requirements of public bidding pursuant to *N.J.S.A. 18A:18A-5a.(10)*;

NOW, THEREFORE, BE IT RESOLVED, that the Cherry Hill Board of Education approves the pharmacy benefit management agreement with Express Scripts, Inc., on file in the office of the Assistant Superintendent-Business, for the term July 1, 2015 through June 30, 2018, and authorizes its President and Secretary to execute same on behalf of the Board upon approval of the final form of the contract by the Board Solicitor; and be it

FURTHER RESOLVED that the District shall forthwith cause to be printed once, in an official newspaper, a brief notice stating the nature, duration, service and amount of the contract, and stating that the Resolution and Agreement will be on file and available for public inspection in the office of the Board.

**ACTION AGENDA**  
**January 26, 2016**

**B. BUSINESS AND FACILITIES**

**ITEM 6. ACCEPTANCE OF DONATIONS**

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

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

**EXCEPTION:**

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

Motion Dr. Dickinson Second Mr. Roth Vote Ayes - 8 No -0-1\*  
Mr. Robbins abstained due to conflict of interest with NJ American Water Co.

**#1 (e) Approval of Bill List (CDW-G.)**

Motion Dr. Dickinson Second Mr. Roth Vote Ayes - 8 No -0-1\*  
Mrs. Saidel abstained due to conflict of interest with CDW-G.

**#1 (e) Approval of Bill List (Bancroft Neuro Health)**

Motion Dr. Dickinson Second Mr. Roth Vote Ayes - 8 No -0-1\*  
Mr. Tomlinson abstained due to conflict of interest with Bancroft Neuro Health.

**ACTION AGENDA**  
**January 26, 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. Termination of Employment—Certificated
2. Termination of Employment—Non-Certificated
3. Appointments—Certificated
4. Appointments—Non-Certificated
5. Leaves of Absence—Certificated
6. Leaves of Absence—Non-Certificated
7. Assignment/Salary Change—Certificated
8. Assignment/Salary Change—Non-Certificated
9. Other Compensation—Certificated
10. Other Compensation—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 reason 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>
Joanne Merriman- Miller	District-LDTC (\$106,886)	3/01/16	Retirement

**ACTION AGENDA**  
**January 26, 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 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>
Marilyn DiCiurcio	CHHS East-Secretary (\$46,838)	7/01/16	Retirement
Matthew McCord	Beck-Educational Assistant	1/11/16	Declined Position

**ITEM 3. 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	Danielle Douglas/Johnson
Julia McHale	Rowan	2/10/16-4/13/16	Danielle Douglas/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

**ACTION AGENDA**  
**January 26, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 3. 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

**ACTION AGENDA**  
**January 26, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(e) Anti-Bully Specialist

**RECOMMENDATION:**

Be it resolved that the persons listed be approved as “Anti-Bullying Specialist” effective 1/14/16-6/30/16 in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>School</u>
Grace Woods	Guidance Counselor	Kilmer
Megan Dimit	Guidance Counselor	Stockton

(f) Mentors

**RECOMMENDATION:**

Be it resolved that the person listed be approved as a mentor in accord with the data presented.

<u>Name</u>	<u>Protégé</u>	<u>School</u>	<u>Effective Date</u>	<u>Amount</u>
Peggy Hager	Rachel Friedman	CHHS East	9/28/15-6/30/16	\$1000 prorated

(g) Clinical Nurse Rotation

**RECOMMENDATION:**

Be it resolved that the persons listed, who are students at Jefferson School of Nursing be approved for a clinical rotation in accord with the data presented.

<u>Name</u>	<u>Effective Dates</u>	<u>Cooperating Nurse/School</u>
Amanda Ward	1/21/16-2/26/16	Robin Olin/Cooper
Kristin Murphy-Slaton	1/21/16-2/26/16	Angela Mooney/Rosa
Kelsey Denker	1/21/16-2/26/16	Barbara Kase-Avner/Beck
Angela Casaleno	1/21/16-2/26/16	Michele Taylor/Carusi
Francesca Rosati	1/21/16-2/26/16	Beverly Thomas/Stockton
Grace Jacobson	1/21/16-2/26/16	Marci Shapiro-Goldman/Sharp
Dustin Luu	1/21/16-2/26/16	Jacqueline Naddeo/Kingston
Alysia Adams	2/09/16-3/12/16	Robin Olin/Cooper
Amber DeLecce	2/09/16-3/12/16	Angela Mooney/Rosa
Sara Valett	2/09/16-3/12/16	Barbara Kase-Avner/Beck
Kristen Ferguson	2/09/16-3/12/16	Michele Taylor/Carusi

**ACTION AGENDA**  
**January 26, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(g) Clinical Nurse Rotation - continued

<b><u>Name</u></b>	<b><u>Effective Dates</u></b>	<b><u>Cooperating Nurse/School</u></b>
Jessica Liscomb	2/09/16-3/12/16	Beverly Thomas/Stockton
Grace Chung	2/09/16-3/12/16	Marci Shapiro-Goldman/Sharp
Kevin Wright	3/17/16-4/22/16	Robin Olin/Cooper
Wynette Glover	3/17/16-4/22/16	Angela Mooney/Rosa
Salamatu Kamara	3/17/16-4/22/16	Barbara Kase-Avner/Beck
Heidi Morinvil	3/17/16-4/22/16	Michele Taylor/Carusi
Stephanie Nemeth	3/17/16-4/22/16	Beverly Thomas/Stockton
Katherine Nini	3/17/16-4/22/16	Marci Shapiro-Goldman/Sharp
Diana Renna	3/17/16-4/22/16	Jacqueline Naddeo/Kingston

(h) Regular

**RECOMMENDATION:**

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

<b><u>Name</u></b>	<b><u>Assignment</u></b>	<b><u>Effective Date</u></b>	<b><u>Salary</u></b>
Nicole Walsh	CHHS East-Volunteer Athletic Aide, Softball	1/27/16-6/30/16	-----
Michele Valianti	CHHS West-Volunteer Athletic Aide, Track	1/27/16-6/30/16	-----

(i) Clinical Placement

**RECOMMENDATION:**

Be it resolved that the person listed be approved for a clinical placement 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>
George Maier	Wilmington	1/08/16-5/31/16	Linda Weiss/Paine



**ACTION AGENDA**  
**January 26, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(j) Co-Curricular

**RECOMMENDATION:**

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Stipend*</u>
Lynn Richter	Woodcrest-Teacher in Charge (budget #11-000-240-110-36-0101)	1/04/16-1/22/16	\$166

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

(k) 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 Teacher/School</u>
Katarina Schumann	Rutgers	1/25/16-5/06/16	Dana Tete/CHHS East

**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>Hourly Rate</u>
Patrick Moran	Johnson-Educational Assistant (Replacing J. DiCarlo-30 hrs/wk-budget #11-204-100-106-12-0100)	On or about 1/27/16-6/30/16	\$9.34
Allison Pezzner	Kilmer-Educational Assistant (Replacing G. Briones-Zamora-30 hrs/wk-budget #11-213-100-106-15-0100)	On or about 1/27/16-6/30/16	\$9.34

**ACTION AGENDA**  
**January 26, 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>Hourly Rate</u>
Ann Cush	Paine-Exceptional Educational Assistant (new position-30 hrs/wk-budget #11-000-217-106-27-0100)	On or about 1/27/16-6/30/16	\$10.97

**ITEM 5. 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 1/26/16-3/07/16 a.m.; without pay 3/07/16 p.m.-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 11/30/15-12/11/15 (revised for dates)
Sharon Ferguson	CHHS West-English	Leave with pay 3/28/16-4/29/16; without pay 5/02/16-6/30/16
Athena Langi	Barton-Grade 2	Leave with pay 2/12/16-2/26/16

**ACTION AGENDA**  
**January 26, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 5. LEAVES OF ABSENCE—CERTIFICATED** - continued

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Melissa Lampman	CHHS East-Math	Leave with pay 10/21/15-12/07/15; without pay 12/08/15-3/25/16 (leave extended)
Emily Murray	Mann-Grade 4	Leave without pay 2/16/16-6/30/16; 9/01/16-1/01/17 (leave extended)
Katie McConnell	Carusi-Science	Leave with pay 10/01/16-11/13/16; without pay 11/16/16-3/25/16 (leave extended)
Bridget McDermet	Harte-Special Education	Leave without pay 11/30/15-1/29/16 (revised for dates)
Michael Skalski	Woodcrest-Grade 5	Leave with pay 1/04/16-1/22/16
Jada Thurman	Knight-Special Education	Leave without pay 10/21/15-2/29/16 (revised for dates)
Andrea Savidge	CHHS West-Art	Leave with pay 1/04/16-1/08/16

**ITEM 6. 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 <b>1/04/16-1/19/16</b> <b>(revised for dates)</b>
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

**ACTION AGENDA**  
**January 26, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 6. 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)
Katrina Knott	Harte-Educational Assistant	Leave without pay 12/08/15-12/18/15

**ITEM 7. ASSIGNMENT/SALARY CHANGE—CERTIFICATED**

(a) Salary Adjustment

**RECOMMENDATION:**

Be it resolved that the salary of the person listed be adjusted due to verification of credits earned.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>From</u> <u>*Salary</u>	<u>To</u> <u>*Salary</u>
Zulmary Cartagena	District-ESL (Replacing E. Chang- budget #11-240-100- 101-30-0100)	On or about 1/19/16-6/30/16	\$51,849 prorated (Bachelors-step 8)	\$52,994 prorated (Bachelors+15 step 8)

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

**ACTION AGENDA**  
**January 26, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 8. ASSIGNMENT/SALARY CHANGE—NON-CERTIFICATED**

(a) Lunch Bunch—Hourly Rate Adjustment

**RECOMMENDATION:**

Be it resolved that the hourly rate of the person listed be adjusted from the previously approved hourly rate to supervise students during the lunch period at Barclay School effective 12/08/15-6/17/16. Cost not to exceed \$5400. Monies budgeted from account #11-213-100-106-61-0101.

<u>Name</u>	<u>Hourly Rate - From</u>	<u>Hourly Rate-To</u>	<u>Not to Exceed Hours</u>
Betty Brown	\$18.20	\$18.80	150

**ITEM 9. OTHER COMPENSATION—CERTIFICATED**

(a) Payment for Additional Class

**RECOMMENDATION:**

Be it resolved that the compensation for the persons listed be extended for teaching an additional math class at CHHS East effective 3/07/16-3/18/16 in accord with the data presented.

<u>Name</u>	<u>Amount</u>
Deena Freedman	\$866.03
Elizabeth Keeley-Cain	\$882.35
Jodi Rinehart	\$533.52
Joanne Burgess	\$673.24
Gene Barnes	\$561.05

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

(b) Parent Son/Daughter Human Growth And Development

**RECOMMENDATION:**

It is recommended that the staff member listed be paid the sum of \$35.00 for conducting a Parent Son/Daughter Program in an elementary school in conjunction with the course on Human Development effective 2/01/16-4/30/16.

<u>Name</u>	<u>School</u>
Kevin Flood	Harte (budget #11-120-100-101-09-0101)

**ACTION AGENDA**  
**January 26, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 9. OTHER COMPENSATION—CERTIFICATED** - continued

(c) Payment to Presenter—Title II

**RECOMMENDATION:**

Be it resolved that the persons listed be approved to present a new teacher workshop at CHHS West on 1/25/16, 2/08/16, 3/07/16 and 4/04/16 at the rate of \*\$53.56/hr (not to exceed \$642.72). Monies budgeted from account #20-272-200-101-99-0101.

<u>Name</u>	<u>Date</u>	<u># of Hours</u>	<u>Total</u>
Joseph Boiler	1/25/16	1.5	\$80.34
Christopher Bova	1/25/16	1.5	\$80.34
Megan Langman	2/08/16	1.5	\$80.34
Mary Ellen Funaro	2/08/16	1.5	\$80.34
Brian Grillo	3/07/16	1.5	\$80.34
Joseph Boiler	3/07/16	1.5	\$80.34
Brian Grillo	4/04/16	1.5	\$80.34
Megan Langman	4/04/16	1.5	\$80.34

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

(d) After School Detention—CHHS West

**RECOMMENDATION:**

Be it resolved that the person listed be added to the previously approved after school detention at CHHS West effective 9/01/15-6/30/16 at the hourly rate of \*\$22.46 (not to exceed 360 hrs/\$8085.60). Monies budgeted from account #11-140-100-101-55-0101.

**Name**

Aaron Burt

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

(e) Saturday School Detention—CHHS West

**RECOMMENDATION:**

Be it resolved that the persons listed be added to the previously approved Saturday school detention at CHHS West effective 9/01/15-6/30/16 at the hourly rate of \*\$38.48 (not to exceed 360 hrs/\$13,852.80). Monies budgeted from account #11-140-100-101-55-0101.

**Name**

**Name**

Michael Ciavarella

Aaron Burt

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

**ACTION AGENDA**  
**January 26, 2016**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 9. OTHER COMPENSATION—CERTIFICATED** - continued

(f) Before and After School Supervision—CHHS West

**RECOMMENDATION:**

Be it resolved that the person listed be added to the previously approved before and after school supervision at CHHS West effective 9/01/15-6/30/16 at the hourly rate of \*\$22.46 (not to exceed 585 hrs/\$13,139.10). Monies budgeted from account #11-140-100-101-55-0101.

**Name**

Michael Ciavarella

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

(g) Tuition Reimbursement—CHASA

**RECOMMENDATION:**

Be it resolved that the person listed be reimbursed for successful completion of graduate credits in accord with the current agreement between the Board of Education and the Cherry Hill Association of School Administrators. Monies budgeted from account #11-000-291-280-98-0002.

**Name**

**Amount**

William Marble

\$840

**ITEM 10. OTHER COMPENSATION—NON—CERTIFICATED**

(a) Before and After School Supervision—CHHS West

**RECOMMENDATION:**

Be it resolved that the person listed be added to the previously approved before and after school supervision at CHHS West effective 9/01/15-6/30/16 at the hourly rate of \*\$21.10 (not to exceed 105 hrs/\$2,215.50). Monies budgeted from account #11-190-100-106-55-0101.

**Name**

Christopher Scanlan

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

Motion \_\_\_\_\_ Mrs. Judge \_\_\_\_\_ Second \_\_\_\_\_ Mrs. Saidel \_\_\_\_\_ Vote \_\_\_\_\_ Ayes - 9 No -0

**ACTION AGENDA**  
**January 26, 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



**ACTION AGENDA**  
**January 26, 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)

**ACTION AGENDA**  
**January 26, 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.

**ACTION AGENDA**  
**January 26, 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
15-16:946	Affirmed	15-16:974	Affirmed	15-16:1000	Affirmed
15-16:949	Affirmed	15-16:976	Affirmed	15-16:1001	Affirmed
15-16:952	Affirmed	15-16:977	Affirmed	15-16:1002	Affirmed
15-16:953	Affirmed	15-16:979	Affirmed	15-16:1005	Affirmed
15-16:954	Affirmed	15-16:980	Affirmed	15-16:1011	Affirmed
15-16:955	Affirmed	15-16:981	Affirmed	15-16:1012	Affirmed
15-16:956	Affirmed	15-16:982	Affirmed	15-16:1017	Affirmed
15-16:958	Affirmed	15-16:985	Affirmed	15-16:1018	Affirmed
15-16:961	Affirmed	15-16:988	Affirmed	15-16:1023	Affirmed
15-16:965	Affirmed	15-16:990	Affirmed	15-16:1027	Pulled
15-16:969	Affirmed	15-16:995	Affirmed	15-16:	
15-16:973	Affirmed	15-16:998	Affirmed	15-16:	

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

**ACTION AGENDA**  
**January 26, 2016**

**E. STRATEGIC PLANNING**

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

**NO ITEMS**

Regular Meeting Minutes  
January 26, 2016

The meeting was again recessed for public discussion.

Second Public Discussion:

Mr. T. Intelisano announced that U. S. Senator, Cory Booker will Skype with West.

CHEA President, Martin Sharofsky commended employees for clearing snow from buildings and commented on their salaries.

Mrs. Saidel made and Mr. Goodwin seconded a motion to adjourn at 7:55 P.M.

Respectfully submitted,



James Devereaux  
Assistant Superintendent  
Business/Board Secretary