

CHERRY HILL PUBLIC SCHOOLS
Cherry Hill, New Jersey

BOARD OF EDUCATION WORK SESSION AND SPECIAL ACTION MEETING MINUTES

March 14, 2017

Meeting held on March 20, 2017 due to inclement weather.

A Board of Education Work Session / Special Meeting of the Cherry Hill Township Board of Education was held in the Malberg Administration Bldg. on March 20, 2017.

The meeting was called to order by Dr. Dickinson at 6:00 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 MARCH 9, 2017 AND MARCH 13, 2017.
- (B) TRANSMITTED NOTICE TO THE COURIER POST AND THE PHILADELPHIA INQUIRER ON MARCH 9, 2017 AND MARCH 13, 2017.
- (C) TRANSMITTED NOTICE WITH THE CLERK OF CHERRY HILL TOWNSHIP ON MARCH 9, 2017 AND MARCH 13, 2017.

A roll call recorded the following Board Members as present:

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

Mrs. Ruth Schultz – absent
Dr. Edward Wang left at 9:15 P.M.
Mrs. Weathington left at 9:20 P.M.

Student Representatives:

Kaitlyn Boyle, H.S. East

Abby Spencer, H.S. West Alternate

Also in attendance were: Dr. J. Meloche, Mr. P. Green, Esq., Mrs. L. Shugars, Dr. J. Campisi, Ms. N. Adrian, Mrs. L. Ridgway, Mrs. L. Weathington, Dr. F. Mahan, and Mrs. B. Wilson.

Board of Education Work Session and Special Action Meeting Minutes
March 20, 2017

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

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

Dr. Dickinson led the Pledge of Allegiance.

Mrs. Matlack made and Mrs. Saidel seconded a motion to adjourn to Executive Session for matters pertaining to student matters and a human resources matter at 6:02 P.M. All Board members present voted in favor of the motion.

Dr. Dickinson called the Board of Education Work Session / Special Action meeting to order in public session from the Executive Session at 7:15 P.M.

Presentations:

Mrs. Shugars gave the Initial Budget Submission presentation for the 2017/2018 school year.

Dr. Meloche spoke to the Board about full day kindergarten, a 6th grade center and the East – West divide.

Public Discussion:

Public comment was taken by East employees and community members about bleachers, lights and bathroom facilities at the Stadium.

Drug use at East.

Dr. Wang inquired about the relation between the Strategic Plan and the Budget which Dr. Meloche addressed.

New Business:

Mrs. Judge, Mrs. Matlack and Mrs. Saidel attended the NJSBA 4th Annual Technology Conference at Mercer County College in early March. Mrs. Saidel and Mrs. Matlack provided a summary of the conference.

Board of Education Work Session and Special Action Meeting Minutes
March 20, 2017

Superintendent's Comments:

EVVRS Report – information put out on social media.

Incorrect dates on EVVRS Report (clerical error), info put out on social media was not correct.

Urged the public to contact the District for factual information and not rely on social media.

Elementary concerts – hopes to have an announcement at the March 28, 2017 Board of Education Meeting resolving the issue.

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

The Policy and Legislation Committee Special Action Agenda was tabled until after a second Executive Session.

SPECIAL ACTION AGENDA

March 14, 2017

A. CURRICULUM & INSTRUCTION

Board Goals

- **Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.**
- **Create a cost-effective budget that provides for educational resources as well as preventive maintenance and ongoing facilities improvement in all schools.**
- **Enhance communication with and outreach to internal and external stakeholders.**
- **Establish a strategic plan that identifies and categorizes the district's needs through the development of "Cherry Hill Public Schools 2020: A clear vision for the future"**

The Superintendent recommends the following:

1. Approval of Attendance at Conferences and Workshops for the 2016-2017 School Year
2. Approval of Non Public School Textbooks for 2016-2017 school year
3. Resolution of Support from Cherry Hill Board of Education Authorizing the Sustainable Jersey Schools Small Grant Application
4. Approval of Title I Summer Camp Paine Academy 2017
5. Approval of Title I Summer Camp Infusion 2017

ITEM 1. 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:

SPECIAL ACTION AGENDA

March 14, 2017

A. CURRICULUM & INSTRUCTION

**ITEM 1. 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>
A	Gregory Bristow Cooper	Facets of Dyslexia, Stratford, NJ	4/21/17	\$95.00 Registration General Funds
B	Karen Rockhill Barclay	Anti-Bullying Bill of Rights Act-Self Assessment Process, Sewell, NJ	3/15/17	\$11.78 Mileage General Funds
C	Toni Tomei Barclay	Anti-Bullying Bill of Rights Act-Self Assessment Process, Sewell, NJ	3/15/17	\$11.78 Mileage General Funds
D	Kathy Judge Board Member	NJSBA Public Relations Forum, Trenton, NJ	4/7/17	\$97.75 Registration/Mileage General Funds
E	Jane Scarpellino Board Member	NJSBA Public Relations Forum, Trenton, NJ	4/7/17	\$97.44 Registration/Mileage General Funds
F	Carol Matlack Board Member	NJSBA Public Relations Forum, Trenton, NJ	4/7/17	\$97.51 Registration/Mileage General Funds
G	Mary Linka Camden Catholic HS	Link Crew Basic Training, Southbury, CT	4/3-5, 2017	\$2,950.40 Registration/Mileage/ Tolls Title IIA Funds
H	Joay Oasin Camden Catholic HS	Link Crew Basic Training, Southbury, CT	4/3-5, 2017	\$2,950.40 Registration/Mileage/ Tolls Title IIA Funds
I	Scott Goldthorp Central	Leaders to Learn from 2017, Washington, DC	3/30-31, 2017	\$1,409.92 Registration/ Lodging/ Mileage/Tolls/ Parking/Meals CHASA Funds
J	Violeta Katsikis Central	Leaders to Learn from 2017, Washington, DC	3/30-31, 2017	\$1,409.92 Registration/ Lodging/ Mileage/Tolls/ Parking/Meals CHASA Funds

SPECIAL ACTION AGENDA

March 14, 2017

A. CURRICULUM & INSTRUCTION

ITEM 1. 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>
K	Evelyn Minutolo West HS	DECA International Conference, Anaheim, CA	4/25-30, 2017	\$2,094.75 Registration/Air/ Lodging/Meals General Funds
L	Bridget Garrity Bantle West HS	DECA International Conference, Anaheim, CA	4/25-30, 2017	\$2,094.75 Registration/Air/ Lodging/Meals General Funds
M	Peggy Hager East HS	DECA International Conference, Anaheim, CA	4/25-30, 2017	\$2,294.45 Registration/Air/ Lodging/Meals General Funds
N	Rachel Friedman East HS	DECA International Conference, Anaheim, CA	4/25-30, 2017	\$2,294.45 Registration/Air/ Lodging/Meals General Funds
O	Gregory deWolf East HS	DECA International Conference, Anaheim, CA	4/25-30, 2017	\$2,294.45 Registration/Air/ Lodging/Meals General Funds
P	Joseph Dilks East HS	Vex Robotics Competition, Louisville, Kentucky	4/18-23, 2017	\$2,330.50 Registration/Lodging/ Mileage/Tolls/ Parking/Meals General Funds

ITEM 2. APPROVAL OF NON-PUBLIC SCHOOL TEXTBOOKS FOR 2016-2017 SCHOOL YEAR

It is recommended that the Board approve textbooks for the Non-Public Schools for the 2016-2017 school year.

Camden Catholic High School

<u>Subject - Textbook Name</u>	<u>Publisher</u>	<u>ISBN#</u>
World Literature- The Norton Anthology of World Literature	Norton	0-393-91962-5

SPECIAL ACTION AGENDA

March 14, 2017

A. CURRICULUM & INSTRUCTION

ITEM 3. RESOLUTION OF SUPPORT FROM CHERRY HILL BOARD OF EDUCATION AUTHORIZING THE SUSTAINABLE JERSEY FOR SCHOOLS SMALL GRANT APPLICATION

WHEREAS, Sustainability means using resources wisely, saving money and reducing our impact on the environment, all of which will ensure the future health, safety, and prosperity of our children; and

WHEREAS, the Cherry Hill Board of Education seeks to support and work with school staff and administrators, students and parents to ensure a safe and healthy environment for students by encouraging our school community to implement sustainable, energy-smart, eco-friendly and cost-effective solutions; and

WHEREAS, the Cherry Hill Board of Education is participating in the Sustainable Jersey for Schools Program; and

WHEREAS, one of the purposes of the Sustainable Jersey for Schools Program is to provide resources to school districts to make progress on sustainability issues, which includes creation of a grant program called the Sustainable Jersey for Schools Small Grants Program; and

WHEREAS, the Cherry Hill Board of Education concurs with and supports the determination of Bret Harte Elementary School to apply for the aforementioned grant program, for purposes of creating a “Sustainable Makerspace” to engage students in virtual reality field trip experiences;

NOW, THEREFORE, BE IT RESOLVED, that the Cherry Hill Board of Education authorizes the submission of the aforementioned Sustainable Jersey for Schools Grant Application.

ITEM 4. APPROVAL OF TITLE I SUMMER CAMP PAINE ACADEMY 2017

It is requested that the proposal for the Title I Summer Camp Paine Academy 2017 be approved by the Board of Education during the March 2017 cycle as discussed at the C&I Committee Meeting on March 6, 2017.

ITEM 5. APPROVAL OF TITLE I SUMMER CAMP INFUSION 2017

It is requested that the proposal for the Title I Summer Camp Infusion 2017 be approved by the Board of Education during the March 2017 cycle as discussed at the C&I Committee Meeting on March 6, 2017.

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

Exceptions:

Item #1 (D) Approval of Attendance at Conferences and Workshops for the 2016/2017 School Year

Motion: Mrs. Saidel Second: Mrs. Judge Vote: Ayes - 7 No - 0-1*

*Mrs. Judge abstained due to a conflict of interest.

Mrs. Schultz – absent

Item #1 (E) Approval of Attendance at Conferences and Workshops for the 2016/2017 School Year

Motion: Mrs. Saidel Second: Mrs. Judge Vote: Ayes - 7 No - 0-1*

Mrs. Scarpellino abstained due to a conflict of interest.

Mrs. Schultz – absent

Item #1 (F) Approval of Attendance at Conferences and Workshops for the 2016/2017 School Year

Motion: Mrs. Saidel Second: Mrs. Judge Vote: Ayes - 7 No - 0-1*

*Mrs. Matlack abstained due to a conflict of interest.

Mrs. Schultz – absent

SPECIAL ACTION AGENDA

March 14, 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. Approval of Bill List
2. Resolution for the Award of Bids
3. Resolution for the Award of Change Orders
4. Preliminary 2017/2018 Budget
5. Maximum Travel Expenditure
6. Motion to Approve Use of Capital Reserve to Fund Approved Projects for the 2017/2018 School Year

ITEM 1. APPROVAL OF BILL LIST

It is recommended that the Bill List dated March 14, 2017 in the amount of \$2,154,108.70 be approved as submitted.

SPECIAL ACTION AGENDA
March 14, 2017

B. BUSINESS AND FACILITIES

ITEM 2. RESOLUTION FOR THE AWARD OF BIDS

a) #1617-8 – LANDSCAPING SERVICES 2017-2019 SCHOOL YEARS (3-1-17)

RECOMMENDATION:

It is recommended that BID #1617-8 LANDSCAPING SERVICES 2017-2019 SCHOOL YEARS be awarded to a primary and secondary vendor for a two (2) year period from 3-26-17 to 3-25-19 as follows based on the lowest responsive and responsible bidder. Anticipated services for the initial two (2) year award would be for approximately seventy-two (72) services during the duration of the contract period. Alternate services will be used on an as needed basis.

School	Primary Vendor	Base Bid Amount	Alternate 1 (Deduct)	Alternate 2 (a) (Add)	Alternate 2 (b) (Add)	Alternate 2 (c) (Add)	Alternate 3 (Add)	Alternate 4 (Add)	Alternate 5 (Add)	Alternate 6 (Add)	Alternate 7 (Add)	Alternate 8 (Add)	Secondary Vendor	Base Bid Amount
			Jul & Aug Serv..	Weed Control	Pre-Emergent	Grub Control	Playground Mulch	Mulch	Leaf Collection	Weather Cleanup	Poison Weed Control	East - Richterman West-Lower Fields		
Barclay (61)	RPM	\$115.00	\$515.00	\$200.00	\$200.00	\$200.00	\$100.00	\$65.00	\$450.00	\$45.00	\$7.50		Clear Solutions	280.00
Barton (03)	RPM	180.00	810.00	125.00	125.00	125.00	100.00	65.00	450.00	45.00	7.50		Eaise	259.00
Beck (40)	RPM	225.00	1,012.50	160.00	160.00	160.00	100.00	65.00	550.00	45.00	7.50		Eaise	510.00
Cooper (06)	RPM	230.00	1,035.00	175.00	175.00	175.00	100.00	65.00	450.00	45.00	7.50		Eaise	239.00
Carusi (45)	RPM	250.00	1,125.00	150.00	150.00	150.00	100.00	65.00	525.00	45.00	7.50		Clear Solutions	480.00

SPECIAL ACTION AGENDA
March 14, 2017

B. BUSINESS AND FACILITIES

ITEM 2. RESOLUTION FOR THE AWARD OF BIDS

a) #1617-8 – LANDSCAPING SERVICES 2017-2019 SCHOOL YEARS (3-1-17) continued

School	Primary Vendor	Base Bid Amount	Alternate 1 (Deduct)	Alternate 2 (a) (Add)	Alternate 2 (b) (Add)	Alternate 2 (c) (Add)	Alternate 3 (Add)	Alternate 4 (Add)	Alternate 5 (Add)	Alternate 6 (Add)	Alternate 7 (Add)	Alternate 8 (Add)	Secondary Vendor	Base Bid Amount
			Jul & Aug Serv.	Weed Control	Pre-Emergent	Grub Control	Playground Mulch	Mulch	Leaf Collection	Weather Cleanup	Poison Weed Control	East - Richterman West-Lower Fields		
Harte (09)	Eaise	158.00	632.00	100.00	100.00	100.00	38.00	38.00	158.00	35.00	0.40		Rahn	162.50
Johnson (12)	RPM	300.00	1,350.00	275.00	275.00	275.00	100.00	65.00	600.00	45.00	7.50		Rahn	698.00
Kilmer (15)	RPM	250.00	1,125.00	150.00	150.00	150.00	100.00	65.00	475.00	45.00	7.50		Clear Solutions	425.00
Kingston (18)	Eaise	179.00	716.00	75.00	75.00	75.00	38.00	38.00	179.00	35.00	0.40		Shearon	200.00
Knight (21)	RPM	150.00	675.00	125.00	125.00	125.00	100.00	65.00	450.00	45.00	7.50		Eaise	179.00
Malberg Admin (60)	Eaise	179.00	716.00	75.00	75.00	75.00	38.00	38.00	179.00	35.00	0.40		RPM	185.00
Mann (24)	Eaise	179.00	716.00	75.00	75.00	75.00	38.00	38.00	179.00	35.00	0.40		Shearon	180.00

SPECIAL ACTION AGENDA
March 14, 2017

B. BUSINESS AND FACILITIES

ITEM 2. RESOLUTION FOR THE AWARD OF BIDS

a) #1617-8 – LANDSCAPING SERVICES 2017-2019 SCHOOL YEARS (3-1-17) continued

School	Primary Vendor	Base Bid Amount	Alternate 1 (Deduct)	Alternate 2 (a) (Add)	Alternate 2 (b) (Add)	Alternate 2 (c) (Add)	Alternate 3 (Add)	Alternate 4 (Add)	Alternate 5 (Add)	Alternate 6 (Add)	Alternate 7 (Add)	Alternate 8 (Add)	Secondary Vendor	Base Bid Amount
			Jul & Aug Serv.	Weed Control	Pre-Emergent	Grub Control	Playground Mulch	Mulch	Leaf Collection	Weather Cleanup	Poison Weed Control	East - Richterman West-Lower Fields		
Paine (27)	RPM	135.00	607.50	150.00	150.00	50.00	00.00	65.00	425.00	45.00	7.50		Eaise	149.00
Rosa (48)	Eaise	280.00	1,120.00	90.00	90.00	90.00	38.00	38.00	280.00	35.00	0.40		Clear Solutions	300.00
Sharp (30)	RPM	160.00	720.00	150.00	150.00	150.00	100.00	65.00	450.00	45.00	7.50		Eaise	257.00
Stockton (33)	Eaise	159.00	636.00	75.00	75.00	75.00	38.00	38.00	159.00	38.00	0.40		Shearon	180.00
Woodcrest (36)	Eaise	188.00	752.00	75.00	75.00	75.00	38.00	38.00	188.00	35.00	0.40		Shearon	210.00
East (50)	Clear Solutions	350.00	1,400.00	575.00	400.00	550.00	50.00	50.00	1,500.00	30.00	20.00	\$ 500.00	Rahn	424.00
West (55)	Eaise	229.00	916.00	75.00	75.00	75.00	38.00	38.00	229.00	35.00	0.40	\$ 950.00	Rahn	255.00

Resolution #146-3'17

SPECIAL ACTION AGENDA

March 14, 2017

ITEM 2. RESOLUTION FOR THE AWARD OF BIDS continued

b) **RESOLUTION AWARDED CONTRACT FOR FOUNDATION DRAINAGE AND EXTERIOR WALL REPLACEMENT AND RELATED WORK PHASE II AT CHERRY HILL HS EAST – PROJECT #1617-7**

WHEREAS, the Cherry Hill Board of Education (“Board”), pursuant to N.J.S.A. 18A:18A-1, et seq., publicly advertised for sealed bids for foundation drainage and exterior wall replacement and related work at Cherry Hill HS East (“Project”)

WHEREAS, bids were received for a single overall contract and publicly opened and read aloud at the Board’s offices on March 2, 2017 at 2:00 p.m.;

WHEREAS, five (5) contractors submitted bids;

WHEREAS, the three (3) lowest bidders submitted bids in the following amounts:

	Dandrea Construction Co.	Fasolino Contracting Corporation	Hessert Construction LLC
Phase II Foundation Drainage	\$250,000	\$111,995	\$75,000
Exterior Wall Replacement	2,108,913	1,878,000	2,076,000
TOTAL BID	\$2,358,913	\$1,989,995	\$2,151,000
Allowance No 1:Unforseen conditions	30,000	30,000	30,000
Allowance No 2: Face shell replacement	40,000	36,800	32,800
UNIT PRICES			
Unit Price #1: CMU face shell replacements	\$25	\$23	\$20.50

WHEREAS, the Board’s administration has recommended that the Board award the contract in the amount of the base bid;

WHEREAS, the Board’s administration has determined that Fasolino Construction Corporation submitted the lowest responsive/responsible bid, for a total amount of \$1,989,995.00;

NOW, THEREFORE, BE IT RESOLVED, based upon the recommendation of the Assistant Superintendent-Business, that the Board hereby awards a construction contract to Fasolino Construction Corporation for the Project in the amount of One Million, Nine Hundred Eighty Nine Thousand, Nine Hundred Ninety Five Dollars (\$1,989,995.00), and be it

FURTHER RESOLVED, that the Board authorizes its Assistant Superintendent-Business to execute the appropriate documents to effectuate the terms of this resolution upon the approval of the form of agreement by the Board Solicitor.

Resolution #147-3’17

SPECIAL ACTION AGENDA

March 14, 2017

B. BUSINESS AND FACILITIES

ITEM 3. RESOLUTION FOR THE AWARD OF CHANGE ORDERS

- a) BID #BSD-041216 – SITE DRAINAGE IMPROVEMENTS AND RELATED WORK AT BARCLAY EARLY CHILDHOOD CENTER (4-12-16)

INFORMATION:

Board approval is requested for Change Order 002, Project – Bid #BSD-041216 – Site Drainage Improvements and Related Work at Barclay Early Childhood Center, to be issued to R. D. Zeuli, Inc., West Berlin, NJ to reduce the unexpended allowance (deduct) \$15,000.00.

RECOMMENDATION:

It is recommended that Change Order 002, Project – Bid #BSD-041216 – Site Drainage Improvements and Related Work at Barclay Early Childhood Center to reduce the unexpended allowance (deduct) \$15,000.00 be issued to R. D. Zeuli, Inc., West Berlin, NJ.

Original contract amount	\$217,757.00
Less Change Order 002	<u>(15,000.00)</u>
New contract amount	\$202,757.00

Resolution #148-3'17

- b) BID #1617-10 – CANOPY STRUCTURAL REPAIR AND RELATED WORK AT SHARP ELEMENTARY SCHOOL (11-1-17)

INFORMATION:

Board approval is requested for Change Order 001, Project – Bid #1617-10 – Canopy Structural Repair and Related Work at Sharp Elementary School, to be issued to Coastal Land Contractors, Pittsgrove, NJ to remove existing concrete curb at front entrance canopy perimeter due to unforeseen conditions (add) \$3,900.00.

RECOMMENDATION:

It is recommended that Change Order 001, Project – Bid #1617-10 – Canopy Structural Repair and Related Work at Sharp Elementary School to remove existing concrete curb at front entrance canopy perimeter due to unforeseen conditions (add) \$3,900.00 be issued to Coastal Land Contractors, Pittsgrove, NJ.

Original contract amount	\$99,510.00
Plus Change Order 001	<u>3,900.00</u>
New contract amount	\$103,410.00

Resolution #149-3'17

SPECIAL ACTION AGENDA

March 14, 2017

B. BUSINESS AND FACILITIES

ITEM 4. PRELIMINARY 2017/2018 BUDGET

BE IT RESOLVED, to approve the preliminary budget for the 2017/2018 school year for submission to the County Superintendent of Schools for Department of Education review as follows:

The District has used all allowable automatic adjustments; and

Utilizes the Adjustment for Increase in Health Care Costs in the amount of \$1,582,952; and

Also utilizes \$294,160 of Banked Cap, the total amount available from 2015/2016, in order to continue the educational program in the District of Cherry Hill at its current level.

	<u>Budget</u>	<u>Local Tax Levy</u>
General Fund	\$194,085,006	\$169,765,548
Special Revenue Fund	4,112,317	--
Debt Service Fund	<u>3,543,500</u>	<u>2,528,210</u>
Total Base Budget	\$201,740,823	\$172,293,758

Resolution #150-3'17

ITEM 5. MAXIMUM TRAVEL EXPENDITURE

WHEREAS, pursuant to *N.J.S.A. 18A:11-12(p)*, the District Board of Education is required to establish a maximum travel expenditure amount for the budget year that may not be exceeded; and

WHEREAS, the District Board of Education has determined that the maximum travel expenditure amount will include all travel that is supported by federal, state and local funds; and

WHEREAS, the District Board of Education has determined that the total maximum travel expenditure for the 2016/2017 school year is \$160,460 and the district has spent \$43,077 as of March 8, 2017 now, therefore be it

RESOLVED, that the District Board of Education hereby establishes the maximum travel expenditure amount for the 2017/2018 school year as \$151,730 in the general fund and estimated \$25,000 in the special revenue fund.

Resolution #151-3'17

SPECIAL ACTION AGENDA

March 14, 2017

B. BUSINESS AND FACILITIES

ITEM 6. MOTION TO APPROVE USE OF CAPITAL RESERVE TO FUND APPROVED PROJECTS FOR THE 2017/2018 SCHOOL YEAR

Motion to approve the use of \$2,500,000 from Capital Reserve to fund fourteen (14) Capital Projects for the 2017/2018 School Year.

Capital Projects List-0800 (CHERRY HILL TWP)		
Project Number	Description/Activity	Cost
8112	Crawl Space Work Barton	\$500,000
8113	Canopy Replace Repair Marlkrass	\$40,000
8114	EIFS Replacement Repair Mann & HS West	\$50,000
8115	Electrical & Generator Upgrades Knight, Mann, East	\$900,000
8116	Exterior Door Replacement Carusi & Rosa	\$125,000
8117	Interior Courtyard Upgrade & Repairs Carusi	\$105,000
8118	Site Work Kilmer & HS East	\$30,000
8119	HVAC Replacement & Upgrade Kilmer & HS East	\$345,000
8120	Roof Replace/Repairs Kingston Mann Carusi Barclay	\$95,000
8121	Upgrade repair Rooftop Utilities Carusi	\$35,000
8122	Rooftop Ductwork Barclay	\$10,000
8123	Track Replacement/Repair Carusi	\$50,000
8124	Repair/Demolition Canopy Mann & HS East	\$85,000
8125	Exterior Door Replacement HS East	\$130,000
		\$2,500,000

Resolution #152-3'17

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

Exceptions:

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

Motion: Mr. Goodwin Second: Dr. Dickinson Vote: Ayes - 7 No - 0-1*

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

Mrs. Schultz – absent

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

Motion: Mr. Goodwin Second: Dr. Dickinson Vote: Ayes - 7 No - 0-1*

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

Mrs. Schultz – absent

SPECIAL ACTION AGENDA

March 14, 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. Appointments—Non-Certificated
5. Other Compensation—Certificated
6. 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>
Joan Pierson	Sharp – Teacher Coach (\$109,363)	7/01/17	Retirement
Jonathan Sutton	Kilmer – 3 rd Grade (\$96,445)	7/01/17	Retirement
Michael Surrency	CHHS East – Assistant Coach, Boys Track (\$5,725)	9/01/16	Personal

SPECIAL ACTION AGENDA

March 14, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. TERMINATION OF EMPLOYMENT—NON-CERTIFICATED

(a) Termination of Employment

RECOMMENDATION:

It is recommended that employee #12632 be terminated effective 3/15/17 for reasons on file in the office of Human Resources.

(b) Resignations

RECOMMENDATION:

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Carolyn Eversole	Malberg- .8 Senior Accountant (\$77,601)	7/01/17	Retirement
Debbie Maista	Malberg – Payroll Clerk (\$55,557)	6/01/17	Retirement

ITEM 3. APPOINTMENTS—CERTIFICATED

(a) Regular

RECOMMENDATION:

Be it resolved that the persons listed be approved for the 2016-17 school year in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary</u>
Kevin Clark	Kingston -.3 Teacher, Title I (new position -budget #20-233-100-101-18-0100)	On or about 3/01/17-6/30/17	\$14,573 prorated (.3 Bachelors-Step 1)

(b) Homebound Tutor

RECOMMENDATION:

Be it resolved that Melissa Ciavarella be approved as a homebound tutor effective 9/01/16-6/30/17 at the hourly rate of \$41.03/hr. Monies budgeted from account #11-150-100-101-71-0101.

SPECIAL ACTION AGENDA

March 14, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED - continued

(c) Curriculum Committee—Camp Infusion—Title I

RECOMMENDATION:

Be it resolved that the persons listed be approved as members of the curriculum committee to create curriculum for Camp Infusion for Title I students at CHHS West to be completed by 6/15/17 at the rate of \$35.71/hr (not to exceed \$23,212). Monies budgeted from account #20-233-200-101-55-0101.

<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

(d) Camp Infusion—Title I

RECOMMENDATION:

Be it resolved that the persons listed be approved to instruct during Camp Infusion for Title I students at CHHS West effective 7/05/17-8/10/17 at the rate of \$45.20/hr (not to exceed 3.5 hrs/day-total amount not to exceed \$35,000). Monies budgeted from account #20-234-100-101-55-0140.

<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

SPECIAL ACTION AGENDA

March 14, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED - continued

(e) Co-Curricular

RECOMMENDATION:

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Stipend</u>
Jason Speller	CHHS East-Assistant Coach, Boys Baseball (budget #11-402-100-100-50-0101)	9/01/16-6/30/17	\$5725
Sarah Cervo	CHHS East-Assistant Coach, Boys Track (budget #11-402-100-100-50-0101)	9/01/16-6/30/17	\$4804
Robert Hulme	CHHS East-Assistant Coach, Girls Track (budget #11-402-100-100-50-0101)	9/01/16-6/30/17	\$5725
Dennis Gray	CHHS East-Volunteer Athletic Aide, Baseball	3/01/17-6/30/17	--
Nicholas Wright	CHHS East-Assistant Coach, Boys & Girls Track (budget #11-402-100-100-50-0101)	9/01/16-6/30/17	\$3452
David Martin	CHHS East-Volunteer Athletic Aide, Baseball	3/01/17-6/30/17	--

(f) 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>
Daphne Saatchi	Temple University	3/07/17-3/28/17	Scott Graser/Rosa
Stanford Hancock	Temple University	3/07/17-3/28/17	Scott Graser/Rosa
Zachary Winger	Temple University	3/07/17-3/28/17	Scott Graser/Rosa
Ryan Noss	Temple University	3/07/17-3/28/17	Scott Graser/Rosa

SPECIAL ACTION AGENDA

March 14, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED - continued

(g) Curriculum Committee – High School English

RECOMMENDATION:

Be it resolved that the persons listed be approved as members of the high school English curriculum writing committee effective 3/28/17-6/01/17 at the rate of \$35.71/hr. (not to exceed \$1,428.40- for a total of 4 hrs/person). Monies budgeted from account #11-000-221-110-72-0101.

<u>Name</u>	<u>Name</u>	<u>Name</u>	<u>Name</u>
SherriLynne Bутtenbaum-Adamson	Thomas Dipatri	Andrea Hahn-Walsh	Megan Langman
Nicole Mantuano	Alison McCartney	Carolyn Messias	Mary (Katie Kelly) Radbill
Dolores Reilly	John Vivone		

ITEM 4. APPOINTMENTS—NON-CERTIFICATED

(a) Regular

RECOMMENDATION:

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Hourly Rate/Salary</u>
Aysheen Allen	Kilmer –Cleaner (Replacing A. Tejada - budget #11-000-262-100-15-0100)	On or about 3/15/17-6/30/17	\$30,953 prorated
Nadine Lamanna	Woodcrest-Program Aide, SACC (10 hrs/wk- budget# 60-990-320-101-58-0002)	2/21/17-6/30/17	\$8.50
Francis Schmutz	Knight (.6)/Harte (.4)- Educational Assistant (Replacing A. Kaufman- 30 hrs/wk- budget#11-190-100-106-21-0100 (.6)/11-190-100-106-09-0100 (.4))	On or about 3/15/17-6/30/17	\$9.76
Alissa Rodriguez	Harte – Educational Assistant (Replacing M. Santacapito 30hrs/wk – budget #11-209-100-106-09-0100)	4/05/17-6/30/17	\$9.76

SPECIAL ACTION AGENDA

March 14, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 5. OTHER COMPENSATION—CERTIFICATED

(a) Training of SACC and EDDC Staff

RECOMMENDATION:

Be it resolved that Jennifer DiStefano be approved for training of SACC and EDDC effective 3/06/17 at the hourly rate of \$67.65 (revised for rate - not to exceed 2 hrs). Monies budgeted from account #60-990-320-104-58-0109.

ITEM 6. OTHER MOTIONS

(a) Affiliation Agreements

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

WHEREAS, parties desire to continue that arrangement for the 2016-17 school year;

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

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

Name

La Salle University

West Chester University

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

SPECIAL ACTION AGENDA

March 14, 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. Approval of Harassment/Intimidation/Bullying Investigation Decision
2. Waiver of Regulation 2340: Field Trips

ITEM 1. APPROVAL OF HARASSMENT/INTIMIDATION/BULLYING INVESTIGATION DECISION

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>
16-17:2285	Affirmed	16-17:2488	Affirmed	16-17:2545	Affirmed
16-17:2401	Affirmed	16-17:2498	Affirmed	16-17:2546	Affirmed
16-17:2402	Affirmed	16-17:2512	Affirmed	16-17:2547	Affirmed
16-17:2410	Affirmed	16-17:2513	Affirmed	16-17:2554	Affirmed
16-17:2468	Affirmed	16-17:2529	Affirmed	16-17:2562	Affirmed
16-17:2471	Affirmed	16-17:2532	Affirmed	16-17:2568	Affirmed
16-17:2472	Affirmed	16-17:2534	Affirmed	16-17:2604	Affirmed
16-17:2475	Affirmed	16-17:2535	Affirmed	16-17:2608	Affirmed
				16-17:2611	Affirmed

ITEM 2 WAIVER OF REGULATION 2340: FIELD TRIPS

RECOMMENDATION:

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

School	Trip	Location	Dates	# School Days Missed
Cherry Hill High School East and West	DECA National Competition	Anaheim, CA	4/25-4/30/2017	4

Motion: Mrs. Scarpellino Second: Mrs. Saidel Vote: Ayes - 7 No - 0
Mrs. Schultz – absent
Dr. Wang left at 9:15 P.M.

SPECIAL ACTION AGENDA

March 14, 2017

E. STRATEGIC PLANNING COMMITTEE

Board Goals

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

Board of Education Work Session and Special Action Meeting Minutes
March 20, 2017

Dr. Dickinson called the Board Work Session to order from the Special Action meeting.

The proposed Action Agenda for March 28, 2017 which is included as Appendix A was reviewed. The Board agreed to move the items on the agenda.

Second Public Discussion:

Public comment was taken on elementary school concerts, instituting a Chinese Language Program in the District and the Districts' concussion policy.

Dr. Dickinson called the meeting to order from public discussion and called for a motion to go into a second executive session with no formal action being taken in Executive Session.

Mrs. Judge made and Mrs. Matlack seconded a motion to adjourn to Executive Session for matters pertaining to student matters at 9:01 P.M. All Board members present voted in favor of the motion.

Dr. Dickinson called the meeting to order from the Executive Session at 10:00 P.M. The Policy and Legislation Committee Special Action agenda was voted on.

Mr. Goodwin made and Mrs. Matlack seconded a motion to adjourn at 10:02 P.M. All Board members present voted in favor of the motion.

Respectfully submitted,



Lynn E. Shugars
Assistant Superintendent
Business/Board Secretary

memorandum

Date: March 8, 2017

To: Members, Board of Education

From: Dr. Joseph Meloche, Superintendent

AGENDA

EXECUTIVE SESSION 6:00 PM
SPECIAL ACTION MEETING—7:00 PM
BOARD WORK SESSION—Immediately following Special Action

March 14, 2017 - Malberg Board Room

BOARD OF EDUCATION COMMITTEES

Curriculum & Instruction Committee Members (yellow)

Chairperson: Lisa Saidel

Administrative Liaison: Farrah Mahan

Committee Members: Carol Matlack, Ruth Schultz, Ken Tomlinson, Jr.

Business & Facilities Committee Members (blue)

Chairperson: Eric Goodwin

Administrative Liaison: Lynn E. Shugars

Committee Members: J. Barry Dickinson, Ken Tomlinson, Jr., Edward Wang

Negotiations, Human Resources & Litigation Committee Members (pink)

Chairperson: Kathy Judge

Administrative Liaison: Nancy Adrian

Committee Members: Eric Goodwin, Jane Scarpellino, Edward Wang

Policy & Legislation Committee Members (green)

Chairperson: Jane Scarpellino

Administrative Liaisons: Joe Campisi, Donald Bart

Committee Members: J. Barry Dickinson, Jane Scarpellino

Strategic Planning (buff)

Chairperson: Carol Matlack

Administrative Liaison: Joe Meloche, Lynn E. Shugars

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

BOARD WORK SESSION
March 14, 2017

BOARD WORK SESSION

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

NEW BUSINESS

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

BOARD WORK SESSION

March 14, 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

ITEM 1. FIRST READING OF REVISED POLICIES

- Draft Policy 2415.04: Title I - District-Wide Parental Involvement
- Draft Policy 2415.30: 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.

BOARD WORK SESSION

March 14, 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:

#	<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>	<u>COST NOT TO EXCEED</u>
A	Joseph Campisi Central	Digital Curriculum Sustainability, Philadelphia, PA	4/27/17	\$32.07 Mileage/Tolls/ Parking General 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 is 1 submission.

Vendor	ID	Term	RSY	ESY	Out of County Fee	Amt
Brookfield	4001352	3/2/17-6/30/17	19,458			19,458
				Total		19,458

BOARD WORK SESSION

March 14, 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 for the Award of Bids
3. Resolution for the Award of Request for Proposals
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).

BOARD WORK SESSION

March 14, 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	\$	Payroll Dates: /17;
SACC	\$	/17 thru /17
Food Service		
Grand Total	\$	

f) APPROVAL OF BILL LIST

It is recommended that the 1st Bill List dated _____, 2017 in the amount of \$ _____ be approved as submitted.

BOARD WORK SESSION

March 14, 2017

B. BUSINESS AND FACILITIES

ITEM 2. RESOLUTION FOR THE AWARD OF BIDS

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

INFORMATION TO BE READY FOR ACTION MEETING PENDING REVIEW.

Bid opens March 17, 2017.

ITEM 3. RESOLUTION FOR THE AWARD OF REQUEST FOR PROPOSALS

- a) #1617-9 – TELECOMMUNICATIONS SERVICES (3-9-17)

INFORMATION TO BE READY FOR ACTION MEETING PENDING REVIEW.

RFP opens 3-9-17

ITEM 4. 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

BOARD WORK SESSION

March 14, 2017

B. BUSINESS AND FACILITIES

ITEM 4. RESOLUTION FOR THE AWARD OF TRANSPORTATION continued

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 Form	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

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

BOARD WORK SESSION

March 14, 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. Appointments—Certificated
3. Leaves of Absence—Certificated
4. Leaves of Absence—Non-Certificated
5. Approval of Revised Job Description
6. Other Compensation—Certificated
7. 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 (\$5,725)	9/01/16	Personal

BOARD WORK SESSION

March 14, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. APPOINTMENTS—CERTIFICATED

(a) Speech-Language Internship

RECOMMENDATION:

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

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Teacher/School</u>
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.

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Social Worker /School</u>
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.

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Teachers/School</u>
Marissa Clemens	Camden County	3/07/17-4/07/17	Amanda Fry/Harte

(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

BOARD WORK SESSION

March 14, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. APPOINTMENTS—CERTIFICATED - continued

(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 #20-233-200-101-55-0101.

<u>Name</u>	<u>Name</u>	<u>Name</u>
Steven Ansert	Caroline Babula	Christopher Bova
Kristopher Broadbelt	Sherrilynne Bутtenbaum-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

BOARD WORK SESSION

March 14, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. LEAVES OF ABSENCE—CERTIFICATED

(a) Leave of Absence, With/Without Pay

RECOMMENDATION:

Be it resolved that the persons listed be approved for a leave of absence, with/without pay in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Monica Gonzales	CHHS East – Special Education	Leave with pay 2/24/17-5/15/17
Dana Hawkey	Paine – Special Education	Leave without pay 3/03/17-3/07/17
Dana Kleinman	Harte – 3 rd Grade	Leave with pay 9/01/16-10/31/16; Leave without pay 11/01/16-6/30/17 (leave extended)
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)
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)

ITEM 4. LEAVES OF ABSENCE—NON—CERTIFICATED

(a) Leave of Absence, With/Without Pay

RECOMMENDATION:

Be it resolved that the persons listed be approved for a leave of absence, with/without pay in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Esther Fishman	Harte – Educational Assistant	Leave with pay 12/14/16-3/31/17 (dates extended)
Cheryl Little	Mann – Exceptional Educational Assistant	Leave with pay 1/09/17-1/13/17
Elizabeth Sevast	Woodcrest – Teacher II, SACC	Leave with pay 3/20/17-4/07/17

BOARD WORK SESSION

March 14, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 5. 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

ITEM 6. 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>
Vincenzo Angelucci	Matthew Cieslik	Heather Esposito
Michael Mancinelli	Emily Sierra	James Wence

ITEM 7. 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.

WORK SESSION

March 14, 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

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
- Draft Policy 3144: Certification of Tenure Charges
- Draft Policy 3159: Teaching Staff Member/School District Reporting Responsibilities

WORK SESSION

March 14, 2017

D. POLICIES & LEGISLATION COMMITTEE

ITEM 1. SECOND READING AND ADOPTION OF REVISED POLICIES

continued

- 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 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.

BOARD WORK SESSION

March 14, 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