

CHERRY HILL PUBLIC SCHOOLS
Cherry Hill, New Jersey

EXECUTIVE SESSION

Malberg Administration Bldg.

December 5, 2017 @ 6:15 P.M.

AGENDA

Student Matters

- Review HIB case recommendations

Human Resources Matters

- Legal Settlement

memorandum

Date: November 29, 2017

To: Members, Board of Education

From: Dr. Joseph Meloche, Superintendent

AGENDA

EXECUTIVE SESSION 6:15 PM

COMMITTEE OF THE WHOLE—7:00 PM

**SPECIAL ACTION MEETING —Immediately following Committee of the Whole
December 5, 2017 - Malberg Board Room**

BOARD OF EDUCATION COMMITTEES

Curriculum & Instruction Committee Members (yellow)

Chairperson: Lisa Saidel

Administrative Liaison: Farrah Mahan

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

Business & Facilities Committee Members (blue)

Chairperson: Eric Goodwin

Administrative Liaison: Lynn E. Shugars

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

Negotiations, Human Resources & Litigation Committee Members (pink)

Chairperson: Kathy Judge

Administrative Liaison: Nancy Adrian

Committee Members: Eric Goodwin, Jane Scarpellino, Edward Wang

Policy & Legislation Committee Members (green)

Chairperson: Jane Scarpellino

Administrative Liaisons: Joe Campisi, Donald Bart

Committee Members: J. Barry Dickinson, Jane Scarpellino

Strategic Planning (buff)

Chairperson: Carol Matlack

Administrative Liaison: Joe Meloche, Lynn E. Shugars

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

COMMITTEE OF THE WHOLE
December 5, 2017

Committee of the Whole

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

NEW BUSINESS

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

COMMITTEE OF THE WHOLE
December 5, 2017

A. CURRICULUM & INSTRUCTION

Board Goals

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

Discussion items:

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

The Superintendent recommends the following:

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

ITEM 1. APPROVAL OF OUT OF DISTRICT STUDENT PLACEMENTS FOR 2017-2018 SCHOOL YEAR

It is requested that the following out of district tuition contracts be submitted to the Board of Education for approval for the 2017-18 school year during the December 2017 cycle. There are 3 submissions.

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

*Contract received on 11/28/17.

COMMITTEE OF THE WHOLE

December 5, 2017

B. BUSINESS AND FACILITIES

Board Goals

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

Discussion items:

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

The Superintendent recommends the following:

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

The Superintendent recommends the following:

ITEM 1. FINANCIAL REPORTS

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

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of October 31, 2017 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Cherry Hill Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Cherry Hill Board of Education certifies that as of October 31, 2017 and after review of the Secretary’s Monthly Financial Report and the Treasurer’s Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards’ knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

COMMITTEE OF THE WHOLE

December 5, 2017

B. BUSINESS AND FACILITIES

ITEM 1. FINANCIAL REPORTS continued

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

It is recommended that the 2017/2018 Budget be revised by the transfer of funds between line items as listed on the monthly transfer report. (Systems 3000 transfer report).

c) FOOD SERVICE OPERATING STATEMENT FOR OCTOBER 2017

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

d) SACC FINANCIAL REPORT FOR OCTOBER 2017

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

e) DISBURSEMENT OF FUNDS

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

f) APPROVAL OF BILL LIST

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

COMMITTEE OF THE WHOLE

December 5, 2017

B. BUSINESS AND FACILITIES**ITEM 2. RESOLUTIONS**a) **SCHOOL BUS EMERGENCY EVACUATION FIRST DRILLS REPORT**

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

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

COMMITTEE OF THE WHOLE

December 5, 2017

B. BUSINESS AND FACILITIES

ITEM 3. RESOLUTION FOR THE AWARD OF BIDS

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

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

ITEM 4. RESOLUTION FOR THE AWARD OF CHANGE ORDERS

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

RECOMMENDATION:

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

COMMITTEE OF THE WHOLE
December 5, 2017

B. BUSINESS AND FACILITIES

ITEM 5. RESOLUTION FOR THE AWARD OF TRANSPORTATION

a) **SHUTTLE WITH WHEELCHAIR / WHEELCHAIR**

RECOMMENDATION:

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

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

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

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

RECOMMENDATION:

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

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

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

COMMITTEE OF THE WHOLE

December 5, 2017

B. BUSINESS AND FACILITIES

ITEM 5. RESOLUTION FOR THE AWARD OF TRANSPORTATION

- continued

c) ADDED AIDE

RECOMMENDATION:

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

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

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

ITEM 6. ACCEPTANCE OF DONATIONS

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

*Pending approval

C. HUMAN RESOURCES/NEGOTIATIONS

Board Goals

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

Discussion items:

1. *None at this time*

The Superintendent recommends the following:

1. Leaves of Absence—Certificated
2. Leaves of Absence—Non-Certificated

ITEM 1. LEAVES OF ABSENCE—CERTIFICATED

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

RECOMMENDATION:

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

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

COMMITTEE OF THE WHOLE

December 5, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. LEAVES OF ABSENCE—NON-CERTIFICATED

(a) Leave of Absence, With/Without Pay

RECOMMENDATION:

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

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

COMMITTEE OF THE WHOLE

December 5, 2017

D. POLICIES & LEGISLATION COMMITTEE

Board Goals

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

Discussion items:

1. *None at this time*

The Superintendent recommends the following:

1. Second Reading of Policies

ITEM 1. SECOND READING OF POLICIES

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

RECOMMENDATION:

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

COMMITTEE OF THE WHOLE

December 5, 2017

E. STRATEGIC PLANNING COMMITTEE

Board Goals

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

Discussion items:

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

SPECIAL ACTION AGENDA
December 5, 2017

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

Committee Members: J. Barry Dickinson, Ruth Schultz

Strategic Planning (buff)

Chairperson: Carol Matlack

Administrative Liaison: Joe Meloche, Lynn E. Shugars

J. Barry Dickinson, Kathy Judge, Lisa Saidel

SPECIAL ACTION AGENDA
December 5, 2017

A. CURRICULUM & INSTRUCTION

Board Goals

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

The Superintendent recommends the following:

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

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

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

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

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

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

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

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

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

SPECIAL ACTION AGENDA
December 5, 2017

A. CURRICULUM & INSTRUCTION

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

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

<u>#</u>	<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>	<u>COST NOT TO EXCEED</u>
A	Marc Plevinsky Technology	NJASA Techspo 2018, Atlantic City, NJ	1/25-26, 2018	\$549.36 Registration/Mileage/ Tolls/Parking
B	Rich Simmers Technology	NJASA Techspo 2018, Atlantic City, NJ	1/25-26, 2018	\$549.36 Registration/Mileage/ Tolls/Parking
C	Farrah Mahan Malberg	NJASA Techspo 2018, Atlantic City, NJ	1/25-26, 2018	\$549.36 Registration/Mileage/ Tolls/Parking

Motion _____ Second _____ Vote _____

SPECIAL ACTION AGENDA
December 5, 2017

B. BUSINESS AND FACILITIES

Board Goals

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

The Superintendent recommends the following:

1. Approval of Bill List
2. Resolution for the Award of Bids
3. Resolution to Accept Audit Report

ITEM 1. APPROVAL OF BILL LIST

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

ITEM 2. RESOLUTION FOR THE AWARD OF BIDS

- a) #1718-18 – SITE IMPROVEMENTS AND RELATED WORK AT VARIOUS CHERRY HILL PUBLIC SCHOOL PROPERTIES (12-1-17)

INFORMATION TO BE READY FOR DECEMBER 5, 2017 SPECIAL ACTION MEETING PENDING REVIEW. BID OPENS DECEMBER 1, 2017.

ITEM 3. RESOLUTION TO ACCEPT AUDIT REPORT

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

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

Motion: _____ Second: _____ Vote: _____

SYNOPSIS OF AUDIT REPORT FOR PUBLIC DISTRIBUTION

**CHERRY HILL TOWNSHIP
COUNTY OF CAMDEN**

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

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

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

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

SPECIAL ACTION AGENDA

December 5, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

Board Goals

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

The Superintendent recommends the following:

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

ITEM 1. APPOINTMENTS—CERTIFICATED

(a) Regular

None at this time.

(b) Co-Curricular

RECOMMENDATION:

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

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

*Outside district employee

(c) Student Teacher

RECOMMENDATION:

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

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Teacher/School</u>
Amanda Brandt Garrett Seville	Fairleigh Dickinson The College of NJ	1/16/18-5/31/18 3/12/18-5/04/18	Maryann Alomar/Barton Steve Koch/Kilmer

SPECIAL ACTION AGENDA

December 5, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 1. APPOINTMENTS—CERTIFICATED - continued

(d) Clinical Practice Placement

RECOMMENDATION:

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

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

(e) Practicum in Speech Language

RECOMMENDATION:

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

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

ITEM 2. APPOINTMENTS—NON-CERTIFICATED

(a) Regular

RECOMMENDATION:

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary</u>
Shankar Rodriguez	CHHS East – Cleaner (Replacing J. Lopez)	11/20/17-6/30/18	\$28,344 Prorated (revised - includes \$344 for Boilers license)

SPECIAL ACTION AGENDA

December 5, 2017

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. ASSIGNMENT/SALARY CHANGE—NON-CERTIFICATED

(a) Reassignment

RECOMMENDATION:

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

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

ITEM 4. OTHER MOTIONS

(a) Affiliation Agreements

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

WHEREAS, parties desire to continue that arrangement for the 2017-18 school year;

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

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

Name

Rutgers University – Camden

University of Phoenix

Motion _____ Second _____ Vote _____

SPECIAL ACTION AGENDA

December 5, 2017

D. POLICIES & LEGISLATION COMMITTEE

Board Goals

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

The Superintendent recommends the following:

2. Approval of Harassment/Intimidation/Bullying Investigation Decisions
3. Approval of Resolution for QSAC Equivalency Application

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

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

<u>Incident Report No.</u>	<u>Board Determination</u>	<u>Incident Report No.</u>	<u>Board Determination</u>	<u>Incident Report No.</u>	<u>Board Determination</u>
17-18: 07		17-18: 3744		17-18: 3794	
17-18: 3743		17-18: 3747		17-18: 3820	

ITEM 2. APPROVAL OF RESOLUTION FOR QSAC EQUIVALENCY APPLICATION

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

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

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

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

SPECIAL ACTION AGENDA

December 5, 2017

D. POLICIES & LEGISLATION COMMITTEE

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

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

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

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

Motion _____ Second _____ Vote _____

SPECIAL ACTION AGENDA

December 5, 2017

E. STRATEGIC PLANNING COMMITTEE

Board Goals

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

NO ITEMS