

CHERRY HILL PUBLIC SCHOOLS  
Cherry Hill, New Jersey

**SPECIAL ACTION AGENDA**

August 21, 2007

Malberg Board Room – 7:00 PM

Meeting called to order by \_\_\_\_\_

**ROLL CALL**

Mrs. Anne Einhorn, President  
Mr. Robert Russo, Vice President  
Mrs. Susan Badaracco  
Mrs. Lisa Conn  
Mrs. Sharon Giaccio  
Dr. Kenneth E. Hartman  
Mrs. Nancy O'Dowd  
Mr. Steven Robbins  
Mr. Mark Trentacoste

**Student Representatives to the Board of Education**

Rebecca Dittrich, Cherry Hill H. S. East

Priya Sehgal, Cherry Hill, H. S. East Alternate

Amanda Malik, Cherry Hill, H. S. West

Andrew Sturner, Cherry Hill H. S. West Alternate

*Dr. David C. Campbell, Superintendent*

*Ms. Lisa A. Palmer, Assistant Superintendent, Business/Board Secretary*

*Mr. James Gallagher, Assistant Superintendent, Pre-K - 12*

*Dr. Lawyer Chapman, Assistant Superintendent, Pre-K – 12*

*Dr. Maureen Reusche, Assistant Superintendent, Curriculum & Instruction*

*Ms. Israela Franklin, Director of Special Education/Student Services*

*Mr. Paul Green – Board Solicitor*

*Public Discussion (up to three minutes per person)  
Action Agenda*

# **SPECIAL ACTION AGENDA**

**August 21, 2007**

## **Board of Education Committees:**

### **Curriculum & Instruction Committee Members (yellow)**

Chairperson: Sharon Giaccio

Administrative Liaison: Maureen Reusche

Committee Members: Lisa Conn, Sharon Giaccio, Kenneth Hartman, Nancy O'Dowd

### **Business & Facilities Committee Members (blue)**

Chairperson: Sharon Giaccio (Business) - Robert Russo (Facilities)

Administrative Liaison: Lisa Palmer

Committee Members: Sharon Giaccio, Robert Russo, Steve Robbins, Mark Trentacoste

### **Negotiations, Human Resources & Litigation Committee Members (pink)**

Chairperson: Anne Einhorn

Administrative Liaison: Nancy Adrian

Committee Members: Lisa Conn, Anne Einhorn

### **Policy & Legislation Committee Members (green)**

Chairperson: Mark Trentacoste (Policy) – Susan Badaracco (Legislation)

Administrative Liaison: James Gallagher

Committee Members: Susan Badaracco, Kenneth Hartman, Nancy O'Dowd, Mark Trentacoste

## SPECIAL ACTION AGENDA

August 21, 2007

### A. CURRICULUM & INSTRUCTION

*Long Range Plan Goals:*

- *“Establish for students, high academic, social and moral standards which reflect the attributes of a responsible, well-rounded and contributing member of society.”*
- *“Design all aspects of curriculum to ensure all students are provided with opportunities to meet or exceed high academic standards.”*
- *“Design curriculum that ensures all students acquire the knowledge, skills and behavior necessary to prepare them for higher education and/or the workplace now and in the future.”*

NO ITEMS

### B. BUSINESS AND FACILITIES

*Long Range Plan Goals*

- *“Provide a clean, healthy, safe, and secure physical environment for all students and staff.”*
- *“Consistently allocate the funds necessary for systematically maintaining, upgrading, and repairing all school district facilities.”*

NO ITEMS

**SPECIAL ACTION AGENDA**  
**August 21, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**Long Range Plan Goal:**

- *“Optimize Human Resource function to meet changing instructional and organizational program requirements.”*

The Superintendent recommends the following:

1. Assignment/Salary Change--Certificated

**ITEM 1. ASSIGNMENT/SALARY CHANGE--CERTIFICATED**

- (a) Reassignment

**RECOMMENDATION:**

It is recommended that the following persons be reassigned for the 2007-08 school year in accord with the data presented:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>	<u>Salary</u>
Neil Burti	Carusi-Assistant Principal	Malberg-Alternative High School, Principal	8/22/07-6/30/08	\$108,340 prorated
JoAnn DiGiacomo	Beck-Assistant Principal	CHHS West-Assistant Principal	8/22/07-6/30/08	\$106,700 prorated
Albert Morales	CHHS West- Assistant Principal	Beck-Assistant Principal	8/22/07-6/30/08	\$100,794* prorated
Joseph Akinkas	CHHS West- Assistant Principal	Carusi-Assistant Principal	8/22/07-6/30/08	\$126,619* prorated

\*No change from current salary

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

**SPECIAL ACTION AGENDA**

**August 21, 2007**

**D. POLICY & LEGISLATION COMMITTEE**

**Long Range Plan Goals:**

- *“Board of Education members, administrators, teachers, parents and the community work together to ensure all students are provided with academic, social and emotional support necessary to create optimal conditions for high achievement, continued growth and personal development.”*

**NO ITEMS**

# memorandum

**Date:** August 8, 2007

**To:** Members, Board of Education

**From:** Dr. David Campbell, Superintendent

## AGENDA

**EXECUTIVE SESSION— 5:30 PM**  
**BOARD WORK SESSION— 7:00 P.M.**

**August 14, 2007 - Malberg Board Room**

## BOARD OF EDUCATION COMMITTEES

### Curriculum & Instruction Committee Members (yellow)

Chairperson: Sharon Giaccio

Administrative: Maureen Reusche

Committee Members: Lisa Conn, Sharon Giaccio, Kenneth Hartman,  
Nancy O'Dowd

### Business & Facilities Committee Members (blue)

Chairperson: Sharon Giaccio (Business) - Robert Russo (Facilities)

Administrative Liaison: Lisa Palmer

Committee Members: Sharon Giaccio, Robert Russo, Steve Robbins,  
Mark Trentacoste

### Negotiations, Human Resources & Litigation Committee Members (pink)

Chairperson: Anne Einhorn

Administrative Liaison: Nancy Adrian

Committee Members: Lisa Conn, Anne Einhorn

### Policy & Legislation Committee Members (green)

Chairperson: Mark Trentacoste (Policy) – Susan Badaracco (Legislation)

Administrative Liaison: James Gallagher

Committee Members: Susan Badaracco, Kenneth Hartman, Nancy O'Dowd,  
Mark Trentacoste

**BOARD WORK SESSION**  
**August 14, 2007**

**DISCUSSION ITEMS**

*Facilities Master Plan – Next Steps*

## **BOARD WORK SESSION**

**August 14, 2007**

### **A. CURRICULUM & INSTRUCTION**

***Long Range Plan Goals:***

- *“Establish for students, high academic, social and moral standards which reflect the attributes of a responsible, well-rounded and contributing member of society.”*
- *“Design all aspects of curriculum to ensure all students are provided with opportunities to meet or exceed high academic standards.”*
- *“Design curriculum that ensures all students acquire the knowledge, skills and behavior necessary to prepare them for higher education and/or the workplace now and in the future.”*

The Superintendent recommends the following:

1. Approval of Coaching Initiative
2. Approval of Special Education Out of District Placements
3. Approval of Special Education Provider Contracts
4. Approval of Contract for Supplemental Services, Cooper Learning Center
5. Approval of Textbooks for Cherry Hill East & West

#### **ITEM 1. APPROVAL OF COACHING INITIATIVE**

##### **RECOMMENDATION:**

It is recommended that the Cognitive Initiative – Research-based professional development in partnership with Penn Literacy Network be approved as submitted.



**BOARD WORK SESSION**

**August 14, 2007**

**A. CURRICULUM & INSTRUCTION**

**ITEM 2. APPROVAL OF SPECIAL EDUCATION OUT OF DISTRICT  
PLACEMENTS**

**RECOMMENDATION:**

It is recommended that the out of district placements be approved as submitted.

<b>VENDOR</b>	<b>STUDENT</b>	<b>DATES</b>	<b>AMOUNT</b>	<b>NOT TO EXCEED</b>
Archbishop Damiano School	9801408	7/2007-6/2008	\$40,145.70	\$40,500.00
Archbishop Damiano School	7103956	7/2007-6/2008	\$40,145.70	\$40,500.00
Archbishop Damiano School	7103507	7/2007-6/2008	\$69,812.90	\$70,000.00
Archbishop Damiano School	7103575	7/2007-6/2008	\$69,812.90	\$70,000.00
Archbishop Damiano School	3003930	7/2007-6/2008	\$69,812.90	\$70,000.00
Hill Top Prep School	2031304	7/2007-6/2008	\$32,600.00	\$33,000.00
Kingsway Learning Center	7103826	7/2007-6/2008	\$65,521.80	\$66,000.00
Kingsway Learning Center	7103530	7/2007-6/2008	\$46,197.90	\$47,000.00
Kingsway Learning Center	7103510	7/2007-6/2008	\$46,197.90	\$47,000.00
Kingsway Learning Center	7103655	7/2007-6/2008	\$46,197.90	\$47,000.00
Kingsway Learning Center	7103762	7/2007-6/2008	\$46,197.90	\$47,000.00
Kingsway Learning Center	9400413	7/2007-6/2008	\$46,197.90	\$47,000.00
Sawtelle Learning Center	3001283	7/2007-6/2008	\$57,710.00	\$58,000.00
Sawtelle Learning Center	7103541	7/2007-6/2008	\$82,731.80	\$85,000.00
Y.A.L.E. Schools	7104033	7/2007-6/2008	\$56,691.60	\$57,000.00
Y.A.L.E. Schools	2011711	7/2007-6/2008	\$51,250.51	\$25,000.00

**BOARD WORK SESSION**

**August 14, 2007**

**A. CURRICULUM & INSTRUCTION**

**ITEM 3. REVIEW OF SPECIAL EDUCATION PROVIDER CONTRACTS**

**RECOMMENDATION:**

It is recommended that the special education provider contracts be accepted and approved as submitted.

Bayada Nurses, Contract No. 55-823, Student JC #3001507  
In School Professional Nursing Care Services  
July 1, 2007 to June 30, 2008  
\$54/hour RN services or \$44/hour LPN services, on as needed basis, not to exceed \$60,000.00

Bayada Nurses, Contract No. 55-678, Student ER #3003437  
In School Professional Nursing Care Services  
July 1, 2007 to June 30, 2008  
\$54/hour RN services or \$44/hour LPN services, on as needed basis, not to exceed \$60,000.00

Bayada Nurses, Contract No. 55-147, Student MK #7104032  
In School Professional Nursing Care Services  
July 1, 2007 to June 30, 2008  
\$54/hour RN services or \$44/hour LPN services, on as needed basis, not to exceed \$60,000.00

Building Blocks Inc.  
Behavior Intervention Plans  
September 1, 2007 to June 30, 2008  
\$110 per hour @ 14 hours per week, not to exceed \$64,000

Camden County Department of Health  
Professional Nursing Services to Non-Public Schools as per NJSA 18A:40-23  
July 1, 2007 to June 30, 2008  
Based on 2006-2007, \$190,000 per annum, not to exceed \$225,000

Edmund J. Decker, D.O., PA  
Medical Care, i.e. Hepatitis B shots, Mantous, etc.  
August 1, 2007 through August 1, 2008  
Various fees, not to exceed \$15,000 per annum.

Amy Tomalin, COTA  
Occupational therapy  
September 4, 2007 to June 30, 2008  
\$40 per hour, not to exceed \$25,000

**BOARD WORK SESSION**

**August 14, 2007**

**A. CURRICULUM & INSTRUCTION**

**ITEM 4. APPROVAL OF CONTRACT FOR SUPPLMENTAL SERVICES,  
COOPER LEARNING CENTER**

**RECOMMENDATION:**

It is recommended that the Cooper Learning Center contract for supplemental services be approved as submitted.

**ITEM 5. APPROVAL OF TEXTBOOKS**

**RECOMMENDATION:**

It is recommended that The Psychologist as Detective be approved to be used in the *Research in Psychology* course taught at Cherry Hill East and West in grades 11 and 12; and The Americanization of Benjamin Franklin be approved for supplemental reading in U.S. History 1 AP course taught at Cherry Hill East and West in grades 10 and 11.

## **BOARD WORK SESSION**

**August 14, 2007**

### **B. BUSINESS AND FACILITIES**

1. Resolutions
2. Resolution for the Award of Bids
3. Resolution for the Award of State Contracts
- 4. Resolution for the Award of Transportation**
5. Transfer of Funds
6. Disbursement of Funds

The Superintendent recommends the following:

#### **ITEM 1. RESOLUTIONS**

- a) BUDGETARY LINE ITEM STATUS
- b) REVISED TAX RECEIPT SCHEDULE 2007/2008
- c) RESOLUTION AUTHORIZING WORK-RELATED TRAVEL REIMBURSEMENT – EMPLOYEES
- d) AUTHORIZATION OF ATTENDANCE AT NATIONAL MIDDLE SCHOOL ASSOCIATION CONVENTION
- e) NJ DEPARTMENT OF AGRICULTURE’S CHILD NUTRITION PROGRAM – HAMPTON ACADEMY
- f) RATIFICATION OF CHRISTIAN STREET YMCA CONTRACT
- g) RATIFICATION OF LIONS-QUEST AGREEMENT
- h) RESOLUTION TO APPROVE ATTENDANCE AT NEW JERSEY SCHOOL BOARDS ASSOCIATION ANNUAL WORKSHOP**
- i) AUTHORIZATION OF PAYMENT FOR ATTENDANCE AT NEW JERSEY ASSOCIATION OF SCHOOL ADMINISTRATORS SPRING CONFERENCE**

#### **ITEM 2. RESOLUTION FOR THE AWARD OF BIDS**

- a) #5581 – BUS ROUTES – NON-PUBLIC SCHOOL – PER ANNUM (7-31-07)
- b) #5582 – HAND WASHING STATIONS (8-14-07)
- c) #5584 – BUS ROUTES – SPECIAL EDUCATION – OUT OF DISTRICT – PER DIEM (8-17-07)
- d) #5585 – GRAPHING CALCULATORS (8-21-07)
- e) #5586 – LAMPS AND BALLASTS (8-21-07)

#### **ITEM 3. RESOLUTION FOR THE AWARD OF STATE CONTRACTS**

A67828 – ALLIED EQUIPMENT, TRENTON, NJ  
A60676 – ALLIED EQUIPMENT, TRENTON, NJ  
**A67832 – TANNER NORTH JERSEY FURNITURE, HOWELL, NJ**  
A62819 – ROBERTS BROTHERS, PENNSAUKEN, NJ  
**A59064 – BOYCE ASSOCIATES, TREXLERTOWN, PA**

#### **ITEM 4. RESOLUTION FOR THE AWARD OF TRANSPORTATION**

- a) **ROUTE: QCARSOM – CARUSI MIDDLE SCHOOL – PER ANNUM**

#### **ITEM 5. TRANSFER OF FUNDS**

#### **ITEM 6. DISBURSEMENT OF FUNDS**

#### **ITEM 7. DISCUSSION ITEM FOR ACTION MEETING OF 8-28-07**

**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**Long Range Plan Goals**

- *“Provide a clean, healthy, safe, and secure physical environment for all students and staff.”*
- *“Consistently allocate the funds necessary for systematically maintaining, upgrading, and repairing all school district facilities.”*

The Superintendent recommends the following:

**ITEM 1. RESOLUTIONS**

a) **BUDGETARY LINE ITEM STATUS**

WHEREAS, the members of this Board of Education, voting on this resolution, have reviewed the Board Secretary’s Monthly Financial Report (Appropriations Section) for the month of June 2007 and have consulted with District officials as they individually deemed appropriate.

**NOW, THEREFORE, BE IT RESOLVED**, that the members of this Board of Education voting, (by recorded roll call vote) on this Resolution do hereby certify that based on the monthly certification of the Board’s Secretary concerning “Budgetary Line Item Status” N.J.A.C. 6A:23-2.11(c)3 no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(a) except as illustrated in Fund 40 – Debt Service Funds which show an over expenditure of principal which needed to be paid but had not been budgeted for year ending 6/30/07 and except as identified above as of the date of this Resolution there appears to be at this time sufficient funds available to meet the District’s obligations for the remainder of the fiscal year, and

**BE IT FURTHER RESOLVED**, that the Board directs, Lisa A. Palmer, Assistant Superintendent, Business/Board Secretary and Bowman & Company, auditor, to prepare a Corrective Action Plan for Fund 40 – Debt Service Fund and present same to the Board at its next regular meeting.

**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**ITEM 1. RESOLUTIONS**

b) REVISED TAX RECEIPT SCHEDULE 2007/2008

It is resolved that the amount of district tax requirements needed to meet the obligations of this Board for the 2007/2008 school year is \$139,526,958.00 for the General Fund and \$2,996,051.00 for the Debt Service Fund, and that the Township of Cherry Hill is hereby requested to place in the hands of the Treasurer of School Monies those amounts as scheduled below:

<u>Month and Day Payable</u>	<u>General Fund</u>	<u>Debt Service</u>
July 13, 2007	\$5,816,234.50	
July 30, 2007	\$5,816,234.50	
August 1, 2007		\$1,000,000.00
August 13, 2007	\$11,632,469.00	
September 14, 2007	\$11,569,799.00	
October 15, 2007	\$11,632,469.00	
November 14, 2007	\$11,632,469.00	
December 14, 2007	\$11,632,469.00	
Total July through December 2007	\$69,732,144.00	\$1,000,000.00
January 11, 2008	\$11,632,469.00	
February 1, 2008		1,996,051.00
February 13, 2008	\$11,632,469.00	
March 14, 2008	\$11,632,469.00	
April 14, 2008	\$11,632,469.00	
May 14, 2008	\$11,632,469.00	
June 13, 2008	<u>\$11,632,469.00</u>	
Total January through June 2008	\$69,794,814.00	\$1,996,051.00
<b>TOTAL 2007/2008 YEAR</b>	<b><u>\$139,526,958.00</u></b>	<b><u>\$2,996,051.00</u></b>

**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**ITEM 1. RESOLUTIONS**

c) **RESOLUTION AUTHORIZING WORK-RELATED TRAVEL  
REIMBURSEMENT – EMPLOYEES**

WHEREAS, the District employees listed below have submitted requests for reimbursement for work-related travel that is directly related to and within the scope of each employee's current work responsibilities; and

WHEREAS, the Board has previously authorized such work-related travel, and the District's Assistant Superintendent, Business/Board Secretary or designee has reviewed the documentation submitted by such employees and found same to be in compliance with the Board's policy provisions and approval requirements; and

NOW, THEREFORE, BE IT RESOLVED, that the Board authorizes reimbursement to the employees listed below in accordance with the documentation on file in the office of the Assistant Superintendent, Business/Board Secretary.

NAME	CONFERENCE	REIMBURSEMENT
J. O'Breza	AVID Summer Institute	\$376.46
E. McKleester	AVID Summer Institute	\$268.53
W. Pichardo	AVID Summer Institute	\$201.88
R. McCall	AVID Summer Institute	\$224.61
J. Meloche	AVID Summer Institute	\$263.39
D. Owings	AVID Summer Institute	\$329.85
M. Powelson	AVID Summer Institute	\$271.48
A. Sablich	AVID Summer Institute	\$221.40
A. Kovalevich	AVID Summer Institute	\$206.62
B. Drury	AVID Summer Institute	\$270.78
D. Rogers	AVID Summer Institute	\$285.71
M. Ciechon	AVID Summer Institute	\$213.01
Y. McClain	AVID Summer Institute	\$225.78
S. Dalal	AVID Summer Institute	\$275.96
D. Scibilia	AVID Summer Institute	\$206.37
M. Shuster	AVID Summer Institute	\$256.78
M. Horvat	AVID Summer Institute	\$260.58
M. Dolan	AVID Summer Institute	\$224.35
K. McCall	AVID Summer Institute	\$255.54
C. Strasle	AVID Summer Institute	\$223.06
D. Perry	AVID Summer Institute	\$360.00
J. DiGiacomo	AVID Summer Institute	\$275.26
L. Jacobs	AVID Summer Institute	\$176.88
W.English	AVID Summer Institute	\$312.82

## **BOARD WORK SESSION**

**August 14, 2007**

### **B. BUSINESS AND FACILITIES**

#### **ITEM 1. RESOLUTIONS**

d) **AUTHORIZATION OF ATTENDANCE AT NATIONAL MIDDLE SCHOOL ASSOCIATION CONVENTION**

WHEREAS, Cherry Hill employees, Edward Canzanese, Christy E. Marella, and Maureen McHale, Rosa Middle School, have requested authorization to attend the National Middle School Association Convention (E. Marella and M. McHale –presenters) November 7, 2007 – November 11, 2007 in Houston, Texas, and

WHEREAS, the attendance of Edward Canzanese, Christy E. Marella, and Maureen McHale at the National Middle School Association Convention is 1) directly related to and within the scope of her current responsibilities and the District's professional development plan; and 2) educationally necessary and fiscally prudent and will further the efficient operation of the School District;

NOW, THEREFORE, BE IT RESOLVED, that the Cherry Hill Board of Education authorizes the attendance of Edward Canzanese, Christy E. Marella, and Maureen McHale at the National Middle School Association Convention in Houston, Texas from November 7, 2007 through November 11, 2007 in Houston, Texas, and be it

FURTHER RESOLVED, that the Board hereby determines that the expenses related to the authorized requested travel are justified and therefore authorizes reimbursement of eligible travel expenses to the designated staff member, not to exceed District budgetary limitations and to be in accordance with the District's travel policy and procedures, State travel payment guidelines established by the Department of Treasury in NJOMB circular letter 06-020OMB, and with guidelines established by the federal Office of Management and Budget.

e) **NJ DEPARTMENT OF AGRICULTURE'S CHILD NUTRITION PROGRAM – HAMPTON ACADEMY**

Be it resolved that the Cherry Hill Board of Education does not require the Hampton Academy to charge students for reduced and/or paid meals provided as part of their educational program in compliance with the NJ Department of Agriculture's Child Nutrition Program regulations.

f) **RATIFICATION OF CHRISTIAN STREET YMCA CONTRACT**

It is recommended that the Agreement between the Cherry Hill Board of Education and the Christian Street YMCA be ratified for the period beginning November 12, 2007 and ending on February 12, 2008 for the amount of \$6,000 in compliance with the specifications and conditions of the agreement dated August 2, 2007.



**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**ITEM 1. RESOLUTIONS**

g) **RATIFICATION OF LIONS-QUEST AGREEMENT**

It is recommended that the Agreement between the Cherry Hill Board of Education and Lions-Quest be ratified for September 5, 2007 with a possible alternate date of November 6, 2007 for a total cost of the workshop (for up to 40 participants) not to exceed \$6,000 in compliance with the specifications and conditions of the agreement

h) **RESOLUTION TO APPROVE ATTENDANCE AT NEW JERSEY SCHOOL BOARDS ASSOCIATION ANNUAL WORKSHOP**

**WHEREAS, Cherry Hill Board of Education members:**

**Anne Einhorn, Sharon Giaccio and Lisa Conn**

**And School Administrators:**

**David Campbell, Superintendent**

**Lisa Palmer, Assistant Superintendent-Business**

**Nancy Adrian, Director of Human Resources**

**have requested authorization to attend the 2007 New Jersey School Boards Association (“NJSBA”) Annual Workshop and Exhibition in Atlantic City, New Jersey, from October 23<sup>rd</sup> through 26<sup>th</sup>, 2007; and**

**WHEREAS, the attendance of the Board members at the 2007 NJSBA Annual Workshop will further the efficient operation of the School District, is directly related to and within the scope of the Board members’ current responsibilities and is fiscally prudent; and**

**WHEREAS, the attendance of the District’s Chief School Administrator, Assistant Superintendent-Business and the Director of Human Resources at the 2007 Annual Workshop 1) is directly related to and within the scope of their current responsibilities and the District’s professional development plan; 2) is educationally necessary; 3) will further the efficient operation of the school district; 4) is fiscally prudent; and 5) has been approved by the Chief School Administrator;**

**NOW, THEREFORE, BE IT RESOLVED, that the Cherry Hill Board of Education authorizes the attendance of the Board Members and employees identified herein at the 2007 NJSBA Annual Workshop in Atlantic City, New Jersey, not to exceed District budgetary limitations and to be in accordance with the District’s travel policy and procedures, State travel payment guidelines established by the Department of Treasury in NJOMB circular letter 06-020OMB, and with guidelines established by the federal Office of Management and Budget.**

*Note: Any Board member named above must abstain from voting to authorize his or her attendance at the Convention but may vote on the resolution for everyone else named above.*

**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**ITEM 1. RESOLUTIONS**

**i) AUTHORIZATION OF PAYMENT FOR ATTENDANCE AT NEW JERSEY ASSOCIATION OF SCHOOL ADMINISTRATORS SPRING CONFERENCE**

**WHEREAS, Cherry Hill Superintendent of Schools, Dr. David Campbell, has previously requested and received authorization from the Board of Education to attend the NJASA/NJSBA Spring Conference 2007 in Atlantic City, New Jersey from May 16 through May 18, 2007**

**NOW, THEREFORE, BE IT RESOLVED, that the Cherry Hill Board of Education authorizes reimbursement payment to Dr. Campbell in accordance with Dr. Campbell's submission on file in the office of the Assistant Superintendent-Business, as verified by the District's Business Office.**

**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTION FOR THE AWARD OF BIDS**

a) #5581 – BUS ROUTES – NON-PUBLIC SCHOOL – PER ANNUM (7-31-07)

**INFORMATION:**

Specifications for the procurement of a vendor to provide fifty-four (54) line items of Bus Routes for Non-Public Schools on a Per Annum basis were solicited with the following results.

<u>BIDDER</u>	<u>LINE ITEMS</u>	<u>BID TOTAL</u>
Wills Bus Service, Inc., Lumberton, NJ	1	\$23,780.00
American Ambulette, Columbus, OH		N/R
Caring Transportation, Cherry Hill, NJ		N/R
Eagle Wolfington Leasing, Mt. Holly, NJ		N/R
First Student Trans., Lawnside, NJ		N/R
GST Transportation, Southampton, NJ		N/R
Hillman's Bus Service, West Berlin, NJ		N/R
Holcomb Bus Service, Bellmawr, NJ		N/R
Laidlaw National Bus, Co., Berlin, NJ		N/R
Laurel Enterprises, Inc., Southampton, NJ		N/R
McGough Bus Co., Sewell, NJ		N/R
Rydux Inc., Deptford, NJ		N/R
Safety Bus Service, Pennsauken, NJ		N/R
T&L Transportation, Gibbsboro, NJ		N/R
Yassien Mobility, East Orange, NJ		N/R

## **BOARD WORK SESSION**

**August 14, 2007**

### **B. BUSINESS AND FACILITIES**

#### **ITEM 2. RESOLUTION FOR THE AWARD OF BIDS**

- a) #5581 – BUS ROUTES – NON-PUBLIC SCHOOL – PER ANNUM (7-31-07)

#### **INFORMATION:** continued

No Bids were submitted for the following routes: SAP-St. Anthony of Padua, Camden, NJ, SMGL-St. Mary School, Gloucester, NJ, LFHS-Living Faith Christian HS, Pennsauken, NJ, CAMF-Camden Forward School, Camden, NJ, SAHS-Sacred Heart School, Camden, NJ, HCHS-Holy Cross HS, Delran, NJ, WFS-Westfield Friends, Cinnaminson, NJ, SFDS- St. Francis de Sales, Barrington, NJ, SPM1-St. Peter Merchantville, Merchantville, NJ, MKS-1-Cong. M'Kor Shalom, Cherry Hill, NJ, MKS-2-Cong. M'Kor Shalom, Cherry Hill, NJ, JOY-Joyful Noise Christian, Marlton, NJ, URBAN-Urban Promise, Pennsauken, NJ, M-AD-Montessori Academy, Delran, NJ, HSRS-Holy Saviour Regional HS, Westmont, NJ, LEAP-Leap Academy Univ. Charter, Camden, NJ, HFS-1-Haddonfield Friends, Haddonfield, NJ, HFS-2-Haddonfield Friends, Haddonfield, NJ, OLOPH-Our Lady of Perpetual Help, Maple Shade, NJ, CBEL-Congregation Beth El, Voorhees, NJ, CBEL-1-Congregation Beth El, Voorhees, NJ, STS-St. Stephen's School, Pennsauken, NJ, OLG-Our Lady of Grace, Somerdale, NJ, SCCA-Stratford Classical Academy, Stratford, NJ, PAUL#01-Paul VI HS, Haddonfield, NJ, PAUL#02-Paul VI HS, Haddonfield, NJ, PAUL#03, Paul VI HS, Haddonfield, NJ, STJA-St. Joan of Arc, Marlton, NJ, TNS-Trinity Nursery, Cherry Hill, NJ, NAA-1-Naudain Academy, Voorhees, NJ, ERCOM-Erial Community, Erial, NJ, MFS-1-Moorestown Friends, Moorestown, NJ, MFS-2-Moorestown Friends, Moorestown, NJ, KCC-1-Kings Christian School, Cherry Hill, NJ, KCC-2-Kings Christian School, Cherry Hill, NJ, STA-1-St. Andrew's Nursery, Cherry Hill, NJ, STA-2-St. Andrew's Nursery School, Cherry Hill, NJ, STA-3-St. Andrew's Nursery, Cherry Hill, NJ, STA-4-St. Andrew's Nursery School, Cherry Hill, NJ, JCC-1-Jewish Comm. Ctr., Cherry Hill, NJ, JCC-2-Jewish Comm. Ctr., Cherry Hill, NJ, JCC-3-Jewish Comm. Ctr., Cherry Hill, NJ, TBS-1-Temple Beth Shalom, Cherry Hill, NJ, LFCA-Living Faith Christian Academy, Cherry Hill, NJ, BHS-Baptist HS, Haddon Heights, NJ, BHS-1-Baptist HS, Haddon Heights, NJ, MLC-Martin Luther Christian, Pennsauken, NJ, BBS-Baptist Regional, Cherry Hill, NJ, BBS-1-Baptist Regional, Cherry Hill, NJ, CK-05-Christ the King, Haddonfield, NJ, PC-02-St. Peter Celestine, Cherry Hill, NJ, SJPC-St. Joseph's Pro-Cathedral, Camden, NJ, STML-St. Mary of the Lakes, Medford, NJ.

Account Code: 5112 – Contracted Services to/from Private

**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTION FOR THE AWARD OF BIDS**

- a) #5581 – BUS ROUTES – NON-PUBLIC SCHOOL – PER ANNUM (7-31-07)

**RECOMMENDATION:**

It is recommended that one (1) line item from BID #5581 – BUS ROUTES – NON-PUBLIC SCHOOL – PER ANNUM (District 07-08) be awarded as follows based on low unit price meeting specification.

<u>BIDDER</u>	<u>ROUTE #</u>	<u>PER ANNUM RATE</u>	<u>INC/DEC RATE PER MILE</u>	<u>AIDE PER ANNUM EACH</u>
Wills Bus Service, Inc., Lumberton, NJ	CC-05-Camden Catholic HS, Cherry Hill, NJ-home to school/round trip	\$23,780.00	\$1.00	N/A

**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTION FOR THE AWARD OF BIDS**

b) #5582 – HAND WASHING STATIONS (8-14-07)

**INFORMATION:**

Specifications for the procurement of a vendor to provide the labor, materials, equipment, devices and associated work required to prepare, provide and install thirteen (13) hand washing sinks in various school locations throughout the District were solicited with the following results.

<u>BIDDER</u>	<u>BID TOTAL</u>
Falasca Mechanical, Vineland, NJ	<b>\$42,360.50</b>
Martell Construction, Penns Grove, NJ	<b>45,500.00</b>
General Sewer & Plumbing, Pennsauken, NJ	<b>N/R</b>
Delaware Valley Plumbing, Burlington, NJ	<b>N/R</b>
Simon & Riggs Mechanical, Audubon, NJ	<b>N/R</b>

Account Code: 4503 - Capital

**RECOMMENDATION:**

It is recommended that the labor, materials, equipment, devices and associated work required to prepare, provide and install thirteen (13) hand washing sinks in various school locations throughout the District from BID #5582 – HAND WASHING SINKS (Barton/Barclay/Cooper/Harte/Johnson/Kilmer/Kingston/Knight/Malberg/Mann/Paine/Sharp/Stockton 07-08) be awarded as follows based on low unit price meeting specification.

<u>BIDDER</u>	<u>BID AWARD</u>
<b>Falasca Mechanical, Vineland, NJ</b>	<b>\$42,360.50</b>

**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTION FOR THE AWARD OF BIDS**

- c) #5584 – BUS ROUTES – SPECIAL EDUCATION – OUT OF DISTRICT – PER DIEM (8-17-07)

**INFORMATION:**

Specifications for the procurement of a vendor to provide seven (7) line items of Bus Routes for Special Education, Out of District on a Per Diem basis were solicited with the following results.

<u>BIDDER</u>	<u>LINE ITEMS</u>	<u>BID TOTAL</u>
American Ambulette, Columbus, OH		
Caring Transportation, Cherry Hill, NJ		
Eagle Wolfington Leasing, Mt. Holly, NJ		
First Student Trans., Lawnside, NJ		
GST Transportation, Southampton, NJ		
Hillman's Bus Service, West Berlin, NJ		
Holcomb Bus Service, Bellmawr, NJ		
Laidlaw National Bus, Co., Berlin, NJ		
Laurel Enterprises, Inc., Southampton, NJ		
McGough Bus Co., Sewell, NJ		
Rydus Inc., Deptford, NJ		
Safety Bus Service, Pennsauken, NJ		
T&L Transportation, Gibbsboro, NJ		
Wills Bus Service, Inc., Lumberton, NJ		
Yassien Mobility, East Orange, NJ		

Account Code: 5141 – Contracted Services Special Education

**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTION FOR THE AWARD OF BIDS**

- c) #5584 – BUS ROUTES – SPECIAL EDUCATION – OUT OF DISTRICT – PER DIEM (8-17-07)

**RECOMMENDATION:**

It is recommended that ( ) line items from BID #5584 – BUS ROUTES – SPECIAL EDUCATION – OUT OF DISTRICT – PER DIEM (District 07-08) be awarded as follows based on low unit price meeting specification.

<u>BIDDER</u>	<u>ROUTE #</u>	<u>PER DIEM RATE</u>	<u>INC/DEC RATE PER MILE</u>	<u>AIDE PER DIEM EACH</u>
	OFS-Orchard Friends, Riverton, NJ-home to school/round trip			N/A
	HARR-Harrington Middle School, Mt. Laurel, NJ-home to school/round trip			\$
	CCC-Camden County College, Blackwood, NJ-home to school/round trip			N/A
	SJG-1-St. John of God, Westville Grove, NJ-home to school/round trip			\$
	BEHH-Brookfield Elementary, Haddon Heights, NJ-home to school/round trip			\$
	BEHH-1-Brookfield Elementary, Haddon Heights, NJ-home to school/round trip			\$
	BROOKFIELD-2-Brookfield Academy, Cherry Hill, NJ- home to school/round trip			N/A



**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**ITEM 1. RESOLUTION FOR THE AWARD OF BIDS**

d) #5585 – GRAPHING CALCULATORS (8-21-07)

**INFORMATION:**

Specifications for the procurement of a vendor to provide six (6) line items of Graphing Calculators for the Secondary Schools were solicited with the following results.

BIDDER LINE ITEMS BID TOTAL

AFP Industries, Inc., South Miami, FL  
Aspect Computer Corp., Somerset, NJ  
D & H Distributing, Harrisburg, PA  
Eric Armin, Inc., Oakland, NJ  
HPI International, Brooklyn, NY  
School Savers, Long Beach, CA  
Schoolmart, Odenton, MD  
Troxell Communications, Gibbsboro, NJ  
Vernier Software, Beaverton, OR

Account Code: 6101 – Teaching Supplies

**RECOMMENDATION:**

It is recommended that ( ) line items from BID #5585 – GRAPHING CALCULATORS (Beck/Carusi/Rosa/East/West 07-08) be awarded as follows based on low unit price meeting specification.

BIDDER LINE ITEMS BID AWARD

**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTION FOR THE AWARD OF BIDS**

e) #5586 – LAMPS AND BALLASTS (8-21-07)

**INFORMATION:**

Specifications for the procurement of a vendor to provide twenty-one (21) line items of lamps and ballasts for the 2007/2008 school year, on an as needed basis, for the District were solicited with the following results.

<u>BIDDER</u>	<u>LINE ITEMS</u>	<u>BID TOTAL</u>
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Billows Electric Supply, Haddon Heights, NJ  
Broadway Electric Supply, Woodbury, NJ  
Fromm Electric, Cherry Hill, NJ  
Graybar Electric, Philadelphia, PA  
Sunshine Lighting, Brooklyn, NY  
Turtle & Hughes, Bridgewater, NJ

Account Code: 6154 – Electrical Supplies

**RECOMMENDATION:**

It is recommended that a vendor to provide ( ) line items of lamps and ballasts for the 2007/2008 school year, on an as needed basis, from BID #5586 – LAMPS AND BALLASTS (District 07-08) be awarded as follows based on low unit price meeting specification.

<u>BIDDER</u>	<u>LINE ITEMS</u>	<u>BID AWARD</u>
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**BOARD WORK SESSION**

August 14, 2007

**B. BUSINESS AND FACILITIES**

**ITEM 3. RESOLUTION FOR THE AWARD OF STATE CONTRACTS**

<b><u>CONTRACT NUMBER</u></b>	<b><u>VENDOR</u></b>	<b><u>BUILDING</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
A67828	Allied Equipment, Trenton, NJ	Cooper	Desks and chairs	\$3,829.20
A60676	Allied Equipment, Trenton, NJ	Sharp	Desks and chairs	\$2,947.50
A67832	<b>Tanner North Jersey Furniture, Howell, NJ</b>	Stockton	Desks and chairs	\$2,904.00
A62819	Roberts Brothers, Pennsauken, NJ	Knight	Desks and chairs	\$3,891.60
<b>A59064</b>	<b>Boyce Associates, Trexlerstown, PA</b>	<b>Cooper</b>	<b>Playground equipment</b>	<b>\$20,161.20</b>

**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**ITEM 4. RESOLUTION FOR THE AWARD OF TRANSPORTATION**

**a) QCARSOM – CARUSI MIDDLE SCHOOL – PER ANNUM**

**INFORMATION:**

The Cherry Hill Transportation Department has a request on quote to transport students to/from Public school Carusi, 9/1/07-6/30/08 (per annum) \$.90 inc/dec totaling \$14,940.00.

The following has been given to the contractor as the lowest of three verbal quotations as follows:

Route: QCARSOM

Hillman Bus Company- request on quote to transport students to/from Public school Carusi, 9/1/07-6/30/08 (per annum) \$.90 inc/dec totaling \$14,940.00.

**RECOMMENDATION:**

It is recommended approval be granted to Hillman Bus Company to transport students to/from Public school Carusi 9/1/07-6/30/08 (per annum) \$.90 inc/dec totaling \$14,940.00.

**BOARD WORK SESSION**

**August 14, 2007**

**B. BUSINESS AND FACILITIES**

**ITEM 5. TRANSFER OF FUNDS**

It is recommended that the 2007/2008 Budget be revised by the transfer of funds between line items as listed in the memoranda from M. Reinholt to L. Palmer dated \_\_\_\_\_, 2007.

**ITEM 6. DISBURSEMENT OF FUNDS**

<u>FUND</u>	<u>AMOUNT</u>	<u>REPORT DATED</u>
General		
SCC Lease Purchase		
Food Services		
SACC	\$331,025.68	July 31, 2007

**ITEM 7. DISCUSSION ITEM FOR ACTION MEETING OF 8-28-07**

Lease Agreement between Cherry Hill Township, Cherry Hill Board of Education, and Cherry Hill Midget Football League.

## **BOARD WORK SESSION**

**August 14, 2007**

### **C. HUMAN RESOURCES/NEGOTIATIONS**

*Long Range Plan Goal:*

- *“Optimize Human Resource function to meet changing instructional and organizational program requirements.”*

The Superintendent recommends the following:

1. Termination of Employment—Certificated
2. Termination of Employment—Non-Certificated
3. Appointments—Certificated
4. Appointments—Non-Certificated
5. Leaves of Absence—Certificated
6. Leaves of Absence—Non-Certificated
7. Assignment/Salary Change—Certificated
8. Assignment/Salary Change—Non-Certificated
9. Ratification of CHSSA Contract
10. Sidebar to CHASA Memorandum of Agreement
11. Approval of Job Descriptions
12. Other Compensation—Certificated
13. Other Compensation—Non-Certificated

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

##### **(a) Resignations**

#### **RECOMMENDATION:**

It is recommended that the following resignations be accepted on the dates listed for the reasons indicated:

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Rasheeda Briggs	Knight/Mann-Kindergarten	7/01/07	Personal
Sharee Williams	Carusi-Language Arts	8/01/07	Personal
Karen Gove	Rosa-Spanish	8/01/07	Personal
Walter Brown	CHHS West-Social Studies	7/1/07	Retirement
Rachel Howell	Kingston-Teacher of Handicapped	8/9/07	Personal

**BOARD WORK SESSION**

**August 14, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(a) Resignations

**RECOMMENDATION:**

It is recommended that the following resignations be accepted on the dates listed for the reasons indicated:

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Julie Silver	Harte-Educational Assistant	7/01/07	Personal
Jeffrey Snyder	Woodcrest-Educational Assistant	7/01/07	Personal
Maryann Durante	Barclay-Educational Assistant	7/01/07	Personal
Tuula Malik	Barclay-Educational Assistant	7/01/07	Personal
Heather Brigher	Harte-Educational Assistant	7/01/07	Personal
Carmen Martinez	Kilmer-Head Custodian	8/13/07	Personal
Patricia Bristow	District-Substitute Educational Assistant	7/24/07	Personal
Margaret DiNapoli	Stockton-Educational Assistant	7/01/07	Personal
Jennifer Drumm	Cooper-Educational Assistant	7/01/07	Personal
Maryann Franconeri	Kingston-Educational Assistant	7/24/07	Personal
Rachel Janice	Paine-Educational Assistant	8/02/07	Personal
Michael Milnes	District-Web Specialist	8/20/07	Personal

**BOARD WORK SESSION**

**August 14, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 3. APPOINTMENTS—CERTIFICATED**

(a) Regular

**RECOMMENDATION:**

It is recommended that the persons listed be appointed to the positions indicated for the 2007-08 school year (unless otherwise indicated) effective on the dates indicated in accord with the data presented:

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>*Salary/Stipend</u>
Jodi Napoli	Stockton-Grade 1 (Long term substitute for M. Saverino)	9/01/07-12/03/07	\$46,634* prorated (Bachelors-step 7)
Gregory DeWolf	CHHS East-Business (Long term substitute for D. Muller)	9/01/07-2/01/08	\$44,176* prorated (Bachelors-step 1)
Mary Ann Alomar	Paine-Grade 1 (Replacing D. Esposito)	9/01/07-6/30/08	\$57,236* (Masters+30-step 10)
Kevin Pedrick	CHHS East-Teacher of the Handicapped (Replacing J. Albuquerque)	9/01/07-6/30/08	\$49,585* (Bachelors-step 10)
Candace Colace	Paine-Grade 5 (Replacing J. Davis)	9/01/07-6/30/08	\$44,176* (Bachelors-step 1)
Rosaleen McCrosson	Woodcrest .4/Johnson .6-ESST (Replacing J. Turley)	9/01/07-6/30/08	\$51,444* (Masters-step 8)
Wallace Shultz	Paine-Grade 5 (Replacing J. Pakman)	9/01/07-6/30/08	\$48,111* (Masters-step 1)
Dana Hoffman	Paine-Resource Room (Replacing D. Ferguson)	9/01/07-6/30/08	\$44,176* (Bachelors-step 1)
Starr Langford	Cooper-Grade 5 (Teacher Transfer)	9/01/07-6/30/08	\$48,111* (Masters-step 1)
April Gorman Sanford	Carusi/Rosa-Substance Awareness Coordinator (Replacing M. Crincoli)	9/01/07-6/30/08	\$50,569* (Masters-step 7)
Julie Lynn Harow	Harte-.5 Kindergarten (p.m.) (New Position)	9/01/07-6/30/08	\$48,111* Prorated (Masters-step 1)
David Callan	CHHS East-Athletic Trainer	9/01/07-6/30/08	\$7086*
John Laird	CHHS West-Athletic Trainer	9/01/07-6/30/08	\$7086*
Gail Miller	Carusi-Rebel 2 Advisor	9/01/07-6/30/08	\$ 600*
Melissa Anderson	Carusi-Rebel 2 Advisor	9/01/07-6/30/08	\$ 600*

\*Salaries/Stipends may be adjusted pending outcome of negotiations between the Cherry Hill Education Association and the BOE



**BOARD WORK SESSION**

**August 14, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(a) Regular - continued

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>*Salary/Stipend/ Hourly Rate</u>
Jennifer Heide	Barclay-Extended School Year, Teacher	7/03/07-8/17/07	\$43.24*
Lisa Person	District-Extended School Year, Teacher	7/09/07-8/16/07	\$43.24*
Wanda Cousins	District-Extended School Year, Teacher	7/09/07-8/16/07	\$43.24*
Vince Angelucci	District-Extended School Year, Teacher	7/09/07-8/16/07	\$43.24*
Robert Sweeney	District-TAG Coordinator	9/01/07-6/30/08	\$5000
Leslie Williams	Paine-Grade 2 (Replacing V. Echeverria)	9/01/07-6/30/08	\$48,111* (Masters-step 1)
Felix Mullinax	District-Substitute Teachers, Extended School Year	7/03/07-8/17/07	\$43.24*
Wandia Santana	District-Substitute Teachers, Extended School Year	7/03/07-8/17/07	\$43.24*
Laura Snyder	District-Substitute Teachers, Extended School Year	7/03/07-8/17/07	\$43.24*
Alyson Wiecek	District-Substitute Teachers, Extended School Year	7/03/07-8/17/07	\$43.24*
Joan Leonard	District-Substitute Teachers, Extended School Year	7/03/07-8/17/07	\$43.24*
Jane Chant	District-Substitute Teachers, Extended School Year	7/03/07-8/17/07	\$43.24*
Malik Tuula	District-Substitute Teachers, Extended School Year	7/03/07-8/17/07	\$43.24*
Melissa Anderson	District-Extended School Year	8/13/07-8/17/07	\$43.24*
Tiffani Evans	District-Homebound Tutor	7/30/07-8/17/07	\$39.26*
Cheryl Stroope	Elementary Music (Replacing A. Chiciak)	9/01/07-6/30/08	\$86,969* (Masters-Step 17)
Mary Vesper	Harte-Grade 5 (Replacing K. Davis)	9/01/07-6/30/08	\$44,176* (Bachelors-step 1)
Maureen McHale	Cooper-.5 PYP Coordinator	9/01/07-6/30/08	\$5871*
Hope Jenkins	Harte/Sharp-.5 PYP Coordinator	9/01/07-6/30/08	\$5871*
Mary Ellen Sigman	Paine-PYP Coordinator	9/01/07-6/30/08	\$5871*

\*Salaries/Stipends/Hourly Rates may be adjusted pending outcome of negotiations between the Cherry Hill Education Association and the BOE

**BOARD WORK SESSION**

August 14, 2007

**C. HUMAN RESOURCES/NEGOTIATIONS****ITEM 3. APPOINTMENTS—CERTIFICATED** - continued(a) Regular - continued

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>*Salary/Stipend/ Hourly Rate</u>
Steven Koch	CHHS East-Teacher of the Handicapped (new position)	9/01/07-6/30/08	\$44,176* (Bachelors-step 1)
Edward Hernandez	Rosa-Spanish (Replacing K. Gove)	9/01/07-6/30/08	\$48,492* (Bachelors-step 9)
Tiffany DiFelice	District-Homebound Instructor	7/01/07-6/30/08	\$39.26*
Colleen Court	Knight-.5 Kindergarten Stockton .5 Kindergarten (Replacing R. Briggs)	9/01/07-6/30/08	\$44,176* (Bachelors-step 1)
Kathryn Ripple-Gilmour	Johnson-Grade 3 (Long term substitute for C. Girgenti)	9/01/07-12/20/07	\$44,176* (Bachelors-step 1)
Alicia Zmijewski	Johnson-Grade 4 (Long term substitute for A. Rose)	9/01/07-10/31/07	\$44,176* (Bachelors-step 1)
Debra Miller	Johnson-Grade 5 (Replacing J. Whitehead)	9/01/07-6/30/08	\$44,376* (Bachelors-step 2)
Jaelyn DiRenzo	Barton-Grade 5 (Replacing A. Montgomery)	9/01/07-6/30/08	\$48,111* (Masters-step 1)
Nicholas Baldoni	Stockton-Grade 5 (new position)	9/01/07-6/30/08	\$46,634* (Bachelors-step 7)
Benica Kim	Kilmer-Grade 2 (Replacing T. Sunkett)	9/01/07-6/30/08	\$48,111* (Masters-step 1)
Erica Sperry	Stockton-Grade 1 (Teacher Transfer)	9/01/07-6/30/08	\$47,509* (Bachelors+30-step 5)
Jacqueline Sleeth	Stockton-Grade 2 (Replacing J. Williams)	9/01/07-6/30/08	\$44,176* (Bachelors-step 1)
Dolores Muscelli	Kingston-Kindergarten (Teacher Transfer)	9/01/07-6/30/08	\$45,269* (Bachelors+15-step 1)
Simone Wexler	CHHS West-Teacher of Handicapped (new position)	9/01/07-6/30/08	\$50,460* (Masters+15-step 4)
Crystal Tucker	Knight-Grade 5 (new position)	9/01/07-6/30/08	\$44,176* (Bachelors-step 1)
Kathryn Redmond	Stockton-Grade 4 (Long term substitute for S. Dubin)	9/01/07-6/30/08	\$46,362 (Bachelors+30-step 1)
Jared Peltzman	Barton-Grade 4 (Replacing D. Brubaker)	9/01/07-6/30/08	\$44,176* (Bachelors-step 1)
Ana Delgado	Barton/Cooper Kindergarten (replacing K. Settini)	9/1/07-6/30/08	\$47,509* (Bachelors-step 8)

\*Salaries/Stipends/Hourly Rates may be adjusted pending outcome of negotiations between the Cherry Hill Education Association and the BOE

**BOARD WORK SESSION**

**August 14, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(a) Regular - continued

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>*Salary/Stipend/ Hourly Rate</u>
Edith Birnbaum	CHHS West-Math (Replacing M. Pinzur)	9/1/07-6/30/08	\$48,111* (Masters-Step 1)
Kia Karaam	Stockton-Grade 2 (Replacing D. Caldwell)	9/1/07-6/30/08	\$49,258* (Masters-Step 5)

\*Salaries/Stipends/Hourly Rates may be adjusted pending outcome of negotiations between the Cherry Hill Education Association and the BOE

(b) Special Education Teams—Summer IEP's

**RECOMMENDATION:**

It is recommended that the persons listed be approved to conduct and attend summer IEP meetings effective 7/01/07-8/31/07 at the rate of \*\$34.17/hour not to exceed 50 hours:

Speech Therapists\*

Susan Baskies	Alix Jones
Beverly Cohen	Stacey Jones
Elena Davis	Debbie Krongold
Cheryl DeMasi	Nicole Kramer
Diane Dressler	Sharon Reel
Jackie Glazer	Karen Reitano
Shirley Graves	Irene Sanders
Sarina Hoell	Jennifer Scharf
Marla Jay	Ann Simon
Jeri Turnoff	Debbie Thomas

Occupational Therapists\*

Lisa Ghaul	Cindy Jaffe
Stephani Greene	Doreen Nicosia
Bernadette Hickey	Linda Petz
Roberta Tannenbaum	

Physical Therapists\*

Pamela Graff-Moore  
Debi Kardon-Duff

\*Salaries/Stipends/Hourly Rates may be adjusted pending outcome of negotiations between the Cherry Hill Education Association and the BOE

**BOARD WORK SESSION**

**August 14, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(b) Special Education Teams—Summer IEP's - continued

Teachers\*

April Heffernan	Judy Cuning	Marcella Nazzario
Michelle Mulvaney	Kara LaGamba	Melissa Gardner
Christa Giuliana	Rosemarie Blumenstein	Leslie Hackmyer
Nicole Kramer	Tanya Myers	Judith Younger
Andrea Belkin	Tracy Kennedy	Annmarie Hunt
Kathy Chase	Kristi Foster	Alicia DeMarco
Rachel Howell	Kelly O'Connor	Dana Campbell
Lillian Halden		

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

(c) Student Teachers

**RECOMMENDATION:**

It is recommended that the persons listed be approved for student teaching in accord with the data presented:

<u>Name</u>	<u>College/University</u>	<u>Effective Date</u>	<u>Cooperating Teacher/School</u>
Laura Williams	Rutgers	9/10/07-12/14/07	Jennifer Greenwald/CHHS East
Kelly Stonerock	Stockton	9/24/07-12/23/07	Cyndi Nieves/Beck
Patricia Bristow	Cabrini	9/04/07-12/07/07	Ray Anderson/Johnson

(d) Summer Curriculum Committee

**RECOMMENDATION:**

It is recommended that the persons listed be approved as members of the curriculum committee for staff development at Stockton School on the dates indicated at the hourly rate of \*\$34.17:

Kindergarten

<u>Name</u>	<u>Effective Dates</u>
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Lanie Leipow	6/28/07 and 7/26/07 (12 Hours)
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Jacquelynn Mulligan	6/28/07 and 7/26/07 (12 Hours)
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\*Hourly rate may be adjusted pending outcome of negotiations between the Cherry Hill Education Association and the BOE

**BOARD WORK SESSION**

**August 14, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(e) Co-Curricular

**RECOMMENDATION:**

It is recommended that the persons listed be appointed to the positions indicated for the 2007-08 school year (unless otherwise indicated) in accord with the data presented:

<u>Name</u>	<u>Assignment</u>	<u>Stipend</u>
Thomas Guida	CHHS West-Assistant Coach, Boys Soccer	\$3452*
Kristian Torchia	CHHS West-Assistant Coach, Boys La Crosse	\$4128*
David Smith	Woodcrest-Co-Teacher in Charge	\$1061*
Lynne Kizpolski	Barton-Teacher in Charge	\$ 477*
Risa Cohen	Beck-Assistant Coach, Hockey	\$3386*

\*Stipends to be adjusted pending outcome of negotiations between the Cherry Hill Education Association and the BOE

(f) Field Placement

**RECOMMENDATION:**

It is recommended that the persons listed who are students at Rowan University be approved for a field placement at Johnson Elementary School effective 10/02/07-11/27/07 in accord with the data presented:

<u>Name</u>	<u>Cooperating Teacher/Grade</u>	<u>Name</u>	<u>Cooperating Teacher/Grade</u>
Ashley Bishop	Susan Murawczyk/Grade 1	Anne Chau	Dawn Slaton/Grade 1
Jamayia Castro		Diandra Chiaffa	
Daniel Cohen	Christine Mays/Grade 2	Angela Dorsey	Melinda Hess/Grade 2
Amiris Colon	Christine Mays/Grade 2	Kimberly Gontowski	
Lauren Graham	Alison Young/Grade 3	Juliet Gunn	Debra Miller/Grade 3
Kevin Green		Tanya Harmer	
Victoria Hart	Susanna Esposito/Grade 4	Jessica Hutchins	Kathryn Ripple-
Daniel Hunter		Kelly Leenig	Gilmour/Grade 3
Michelle Lincoln	Susan Kopko/Grade 5	Elizabeth Mooney	Donna
Amie Miller		Jeana Morrison	Friedman/Grade 5
Maggie Penk	Rebecca Egbert/Grade K	Thomas Reindel	Alisa
Cassandra		Justin Strasser	Zmijowski/Grade 5
Persinger			
Nicole Wilensky	Melissa Reitano/Grade 1	Gary Yablon	Susan Kopko/Grade 5
Jamie Weist			

**BOARD WORK SESSION**

August 14, 2007

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(g) Substitute Teachers

**RECOMMENDATION:**

It is recommended that the persons listed be approved as substitute teachers for the 2007-08 school year:

<u>Name</u>	<u>Name</u>
Arielle Schwartz	Susan Greenberg

**ITEM 4. APPOINTMENTS—NON-CERTIFICATED**

(a) Regular

**RECOMMENDATION:**

It is recommended that the persons listed be appointed to the positions indicated for the 2007-08 school year effective on the dates indicated in accord with the data presented:

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary/Hourly Rate</u>
Robert Bittner	CHHS East-School Police Officer (Replacing Y. Abdul Mujib)	9/04/07-6/30/08	\$31,500 prorated
Jorge Reynosa	Barclay-Adult Volunteer	7/11/07-6/30/08	-----
Susan Joslin	Carusi-Exceptional Educational Assistant	7/02/07-8/10/07 (6 ½ hrs./6 weeks)	\$10.06
Irving Wolf	District-Travel Trainer	9/01/07-6/30/08	\$31,850
Issac Kline	District-Extended School Year, Educational Assistants	7/02/07-8/10/07	\$ 9.80
Terese Krallis	District-Extended School Year, Educational Assistants	7/02/07-8/10/07	\$10.61
Leona Rothstein	District-Extended School Year, Educational Assistants	7/02/07-8/10/07	\$10.61

**BOARD WORK SESSION**

**August 14, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 4. APPOINTMENTS—NON-CERTIFICATED** - continued

(a) Regular - continued

Tamika Smalls	District-Extended School Year, Educational Assistant	7/02/07-8/10/07	\$10.06
Theresa Mintzer	District-Extended School Year, Educational Assistant	7/02/07-8/10/07	\$ 9.80
Dolly Nicholson	Barclay-Extended School Year, Educational Assistant	7/09/07-8/17/07	\$14.06
Lynne Brady	Barclay-Extended School Year, Educational Assistant	7/09/07-8/16/07	\$ 9.80
Lorraine Boris	Mann-Educational Assistant	7/09/07-7/13/07	\$15.68
Christine Mannery	Barclay-Exceptional Educational Assistant (Returned from RIF)	9/01/07-6/30/08	\$ 9.80
Donna Lyndell	Barclay-Exceptional Educational Assistant (Returned from RIF)	9/01/07-6/30/08	\$10.06
Sumita Banerjee	Barclay-Exceptional Educational Assistant (Returned from RIF)	9/01/07-6/30/08	\$10.61
Samantha Wideman	Woodcrest-Program Aide II, SACC	9/06/07-6/30/08	\$ 7.15
Serapio Pate Cruz	Attendance Officer- Malberg (replacing G. Irwin)	9/1/07-6/30/08	\$29,200

**BOARD WORK SESSION**

**August 14, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(a) Leave of Absence, With/Without Pay

**RECOMMENDATION:**

It is recommended 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>
Mary Saverino	Stockton-Grade 1	Leave with pay 9/04/07-9/21/07 or until such time accumulated paid time is exhausted, whichever is earlier; without pay 9/24/07-11/19/07
Bethany Carl	Kilmer-Music	Leave without pay 9/01/07-6/30/08
Donielle Cohen	Harte-Psychologist	Leave with pay 8/02/07-8/08/07
Amy Devine	Barton-Grade 4	Leave with pay 9/17/07-10/26/07; or until such time accumulated sick leave is exhausted, whichever is earlier; without pay 10/29/07-11/02/07
Melissa Wilkins	CHHS West-Math	Leave with pay 9/04/07-10/05/07 a.m. or until such time accumulated sick leave is exhausted, whichever is earlier; without pay 10/05/07-6/30/08
Colleen Girgenti	Johnson-Grade 3	Leave without pay 9/01/07-12/12/07
Jill Murray	Carusi-Math	Leave with pay 9/04/07-10/11/07 or until such time accumulated sick leave is exhausted, whichever is earlier; without pay 10/12/07-10/19/07
Teresa Basinait	Kingston-Grade 1	Leave with pay 9/04/07-9/21/07 or until such time accumulated sick leave is exhausted, whichever is earlier; without pay 9/24/07-11/06/07
Jonathan Galgoci	Beck-Social Studies	Leave with pay 11/12/07-11/13/07; without pay 11/14/07-11/16/07



**BOARD WORK SESSION**

**August 14, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 6. LEAVES OF ABSENCE—NON-CERTIFICATED**

(a) Leave of Absence, With/Without Pay

**RECOMMENDATION:**

It is recommended that the person listed be approved for leave of absence, with/without pay in accord with the data presented:

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Richard Pierce	CHHS East-Stock Clerk	Leave with pay 7/19/07 or until such time accumulated paid leave is exhausted, whichever is earlier; until a determination is made regarding a return to work date

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

(a) Reassignment

**RECOMMENDATION:**

It is recommended that the persons listed be reassigned to the positions indicated for the 2007-08 school year in accord with the data presented:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Elizabeth Davis	Kingston-Social Worker	Paine-Social Worker	9/01/07-6/30/08
Denise Horton	Harte/Woodcrest-Math Coach	Harte/Mann-Math Coach	8/01/07-6/30/08
Yolanda McClain	Carusi-Teacher of the Handicapped	CHHS West-Avid Elective Teacher	9/01/07-6/30/08
Donielle Cohen	Harte-Psychologist	District .4/Harte .6-Psychologist	8/01/07-6/30/08
Elena Davis	Harte-Speech Therapist	Cooper-Speech Therapist	9/01/07-6/30/08
Wanda Pichardo	District-Student Advocate	Carusi – Administrative Intern	8/01/07-6/30/08
Beth Alcamo	Paine-.5 Kindergarten	Sharp-.5 Kindergarten	9/01/07-6/30/08
Jackie Mulligan	Stockton/Knight-Kindergarten	Woodcrest-Kindergarten	9/01/07-6/30/08

**BOARD WORK SESSION**

**August 14, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

continued

(a) Reassignment - continued

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Jackie Glazer	Cooper-Speech Therapist	Stockton/Cooper-Speech Therapist	9/01/07-6/30/08
Jennifer Scharf	CHHS West-Speech Therapist	Johnson/CHHS West-Speech Therapist	9/01/07-6/30/08
Stacey Jones	Mann/Johnson-Speech Therapist	Carusi/Mann-Speech Therapist	9/01/07-6/30/08
Michael Sherman	Beck-Psychologist	District .4/Beck .6-Psychologist	8/01/07-6/30/08
Diane Bruce	Paine-Social Worker	CHHS West-.5 Social Worker/.2 Barton-.2 Stockton-.1 Cooper	9/01/07-6/30/08
Michelle Kains	District-.5 Elementary Colleague Teacher/.5 PYP Coordinator	District-Colleague Teacher	8/01/07-6/30/08
Linda Pezzella	Woodcrest-Secretary to the Principal	Woodcrest-Grade 4 (Replacing C. Lane)	9/01/07-6/30/08
Arzeou Montgomery	Barton-Grade 5	Johnson-Grade 1 (replacing K. Dunkle)	9/01/07-6/30/08

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

(a) Reassignment

**RECOMMENDATION:**

It is recommended that the person listed be reassigned to the position indicated in accord with the data presented:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>	<u>Salary/Hourly Rate</u>
Jane Abo	CHHS East-Educational Assistant	CHHS East-Copy Machine Operator (Replacing R. Katz)	9/01/07-6/30/08	\$23,800

**BOARD WORK SESSION**

**August 14, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(b) Payment for Additional Class

**RECOMMENDATION:**

It is recommended that the person listed be approved for teaching an additional class at CHHS West effective 9/01/07-1/29/08\* (4 days/week):

<u>Name</u>	<u>Stipend</u>
Patricia Millili	\$5457

\*Salaries/Stipends/Hourly Rates may be adjusted pending outcome of negotiations between the Cherry Hill Education Association and the BOE

**ITEM 9. RATIFICATION OF CHSSA CONTRACT**

(a) Ratification of Memorandum of Agreement-  
Cherry Hill Supervisory Staff Association

**RESOLVED**, that the Cherry Hill Board of Education hereby ratifies and adopts the Memorandum of Agreement dated 7/01/07 between the negotiating teams of the Board of Education and the Cherry Hill Supervisory Staff Association, directs that the terms of the Memorandum be implemented, and authorizes its President and Secretary to execute a successor Collective Negotiations Agreement incorporating the terms and conditions of the Memorandum.

**ITEM 10. SIDEBAR TO CHASA MEMORANDUM OF AGREEMENT**

(a) Sidebar to CHASA Memorandum of Agreement

**RESOLVED**, that the Cherry Hill Board of Education hereby approves the sidebar to the memorandum of agreement dated 7/01/07 between the negotiating teams of the Board of Education and the Cherry Hill Association of School Administrators, directs that the terms of the sidebar be implemented, and authorizes its President and Secretary to execute a successor Collective Negotiations Agreement incorporating the terms and conditions of the sidebar.

**BOARD WORK SESSION**

**August 14, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 11. APPROVAL OF JOB DESCRIPTIONS**

**RECOMMENDATION:**

It is recommended that the job descriptions listed be approved as presented effective 8/29/07:

- Special Education Program Facilitator with Special Therapy Skills
- Bookkeeper – Delaware Valley Minority Student Achievement Consortium

**ITEM 12. OTHER COMPENSATION - CERTIFICATED**

(a) Community of Caring Conference

**RECOMMENDATION:**

It is recommended that the persons listed be approved for compensation for attending the Community of Caring Conference from 7/23/07-7/28/07 at the rate of \$100.00\* per day:

<u>Name</u>	<u>Name</u>	<u>Name</u>	<u>Name</u>
Jennifer Parks	Nina Kemps	Kathleen McKinney	Christina Robertson
Gail Miller			

\*Daily rate may be adjusted pending outcome of negotiations between the Cherry Hill Education Association and the BOE

(b) SRA Training

**RECOMMENDATION:**

It is recommended that the persons listed be approved for compensation for ½ of SRA Training (one time) between 8/10/07-8/31/07 at the rate of \$50 per half day:

<u>Name</u>	<u>Name</u>
Robert Boyle-CHHS East/Math	Louise Carlo-CHHS East/Language
Robert Roman-CHHS West/Math	Barbara Mitidieri-CHHS West/Language

\*Hourly rate may be adjusted pending outcome of negotiations between the Cherry Hill Education Association and the BOE

**BOARD WORK SESSION**

**August 14, 2007**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 13. OTHER COMPENSATION – NON-CERTIFICATED**

(a) Community of Caring Conference

**RECOMMENDATION:**

It is recommended that Stephanie Brooks be approved for compensation for attending the Community of Caring Conference from 7/23/07-7/28/07 in the amount of \$328.24.

**BOARD WORK SESSION**

**August 14, 2007**

**D. POLICIES & LEGISLATION COMMITTEE**

***Long Range Plan Goals:***

***“Board of Education members, administrators, teachers, parents and the community work together to ensure all students are provided with academic, social and emotional support necessary to create optimal conditions for high achievement, continued growth and personal development.”***

The Superintendent recommends the following:

1. Waiver of Policy 5117.1: Secondary School Open Enrollment
2. Waiver of Procedure F-3: Field Trips
3. First Reading of Policies
  - Draft Policy 2131: Evaluation of Chief School Administrator
  - Draft Policy 5131: [Conduct and Discipline] Code of Conduct
  - Draft Policy 9200: Orientation and Training of Board Members
  - Draft Policy 9311: Formulation, Adoption, Amendment of Policies
  - Draft Policy 9340: School Boards Association
4. Second Reading and Adoption of Policies
  - Draft Policy 4151.11/4251.11: Extended Leave of Absence
  - Draft Policy 6142.12: Acceptable Use of the Internet
5. First Reading and Adoption of Revised Procedure
  - Draft Procedure D-8: Substance Abuse

**ITEM 1. WAIVER OF POLICY 5117.1: SECONDARY SCHOOL OPEN ENROLLMENT**

Student #	From	To
9801277	East	West
2010891	Rosa	Beck
2021230	East	West

**RECOMMENDATION:**

It is recommended that the students noted above be granted waivers of Policy 5117.1: Secondary School Open Enrollment.

**BOARD WORK SESSION**

**August 14, 2007**

**D. POLICIES & LEGISLATION COMMITTEE**

**ITEM 2. WAIVER OF PROCEDURE F-3: FIELD TRIPS**

**RECOMMENDATION:**

It is recommended that a waiver be granted in order to facilitate the Cherry Hill High School East and West Boys and Girls Cross Country teams' trip to Orlando, FL from October 4-8, 2007.

**ITEM 3. FIRST READING OF POLICIES**

- Draft Policy 2131: Evaluation of Chief School Administrator
- Draft Policy 5131: [Conduct and Discipline] Code of Conduct
- Draft Policy 9200: Orientation and Training of Board Members
- Draft Policy 9311: Formulation, Adoption, Amendment of Policies
- Draft Policy 9340: School Boards Association

**RECOMMENDATION:**

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

**ITEM 4. SECOND READING AND ADOPTION OF POLICIES**

- Draft Policy 4151.11/4251.11: Extended Leave of Absence
- Draft Policy 6142.12: Acceptable Use of the Internet

**RECOMMENDATION:**

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

**ITEM 5. FIRST READING AND ADOPTION OF PROCEDURE**

- Draft Procedure D-8: Substance Abuse

**RECOMMENDATION:**

It is recommended that the procedure listed above be approved for first reading and adoption as revised.