

CHERRY HILL PUBLIC SCHOOLS
Cherry Hill, New Jersey

EXECUTIVE SESSION

Malberg Administration Bldg.

December 9, 2008 @ 6:30 P.M.

AGENDA

Student Matter - Settlement Agreement

CHERRY HILL PUBLIC SCHOOLS
Cherry Hill, New Jersey

SPECIAL ACTION AGENDA

Malberg Administration Building – Board Room

December 9, 2008

7:00 PM

Meeting called to order by _____

ROLL CALL

Mrs. Sharon Giaccio, President

Mrs. Lisa Conn, Vice President

Mr. Eric Goodwin

Dr. Kenneth E. Hartman

Mrs. Kathy Judge

Mr. Seth Klukoff

Mr. Steven Robbins

Mr. Elliott Roth

Mr. Robert Russo

Student Representatives to the Board of Education

Brett Levine, Cherry Hill H. S. East

Joseph Pottackal, Cherry Hill, H. S. East Alternate

Cameron Rotblat, Cherry Hill, H. S. West

Julia Bilovol, Cherry Hill H. S. West Alternate

Dr. David C. Campbell, Superintendent

Mr. James Devereaux, 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

Dr. Claudia Lyles, Director of Curriculum

Ms. Nancy Adrian, Director of Human Resources

Mr. Donald Bart, Director of Support Operations

Mrs. Susan Bastnagel, Public Information Officer

Mr. Paul Green – Board Solicitor

Public Discussion (up to three minutes per person)

Action Agenda

SPECIAL ACTION AGENDA

December 9, 2008

Board of Education Committees:

Curriculum & Instruction Committee Members (yellow)

Chairperson: Kenneth Hartman

Administrative Liaison: Maureen Reusche

Committee Members: Eric Goodwin, Kathy Judge, Seth Klukoff

Business & Facilities Committee Members (blue)

Chairperson: Steven Robbins (Business) - Robert Russo (Facilities)

Administrative Liaison: James Devereaux

Committee Members: Eric Goodwin, Elliott Roth

Negotiations, Human Resources & Litigation Committee Members (pink)

Chairperson: Lisa Conn

Administrative Liaison: Nancy Adrian

Committee Members: Sharon Giaccio, Kathy Judge

Policy & Legislation Committee Members (green)

Chairperson: Elliott Roth

Administrative Liaison: James Gallagher

Committee Members: Lisa Conn, Seth Klukoff, Steven Robbins

Planning Committee

Chairperson: Robert Russo

Administrative Liaison: David Campbell

Committee Members: Lisa Conn, Ken Hartman, Elliott Roth

SPECIAL ACTION AGENDA

December 9, 2008

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 Attendance at Conferences/Workshops

ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES/WORKSHOPS

AUTHORIZATION OF ATTENDANCE AT CONFERENCES/WORKSHOPS

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

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

NOW, THEREFORE, BE IT

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

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

SPECIAL ACTION AGENDA

December 9, 2008

A. CURRICULUM & INSTRUCTION

ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES/WORKSHOPS

(continued)

#	NAME	CONFERENCE	DATE	COST NOT TO EXCEED
1	Robert Metzger Alternative HS	HSPA Strategies, Glassboro, NJ	1/12/09	\$139.00 Registration/Mileage
2	Suzann Vitalis Alternative HS	HSPA Strategies, Glassboro, NJ	1/12/09	\$139.00 Registration/Mileage
3	Terry Regan East HS	NJ Science Education Leadership Fall Forum, Somerset, NJ	12/11/08	\$93.40 Registration/Mileage
4	Toby Snider Paine	DVMSAC Effectively Addressing the Disproportionality, Philadelphia, PA	12/12/08	\$33.00 Mileage/Tolls/Parking
5	Eunice Sung East HS	Accelerating Learning in Social Studies, Cherry Hill, NJ	1/8/08	\$199.00 Registration
6	Linda Paolillo, Johnson	Connecting Assessment: Instruction (NJASK)	1/22/09 <i>(Date change- Previously approved 11/25/08)</i>	\$226.34 Funded by Title I
7	Don Bart Malberg	Residency Hearing	November 25, 2008	\$20.30 <i>(Mileage was -Previously approved 11/25/08 for \$10.15-one way)</i>
8.	Pete Cruz Malberg	Residency Hearing	November 25, 2008	\$20.30 <i>(Mileage was -Previously approved 11/25/08 for \$10.15-one way)</i>
9	Susan Weinman Paine	NJPSA English Language Learners Committee, Monroe Twp., NJ	12/9/08	\$29.01 Mileage/Tolls
10	Susan Weinman Paine	NJPSA English Language Learners Committee, Monroe Twp., NJ	1/16/09	\$29.01 Mileage/Tolls
11	Susan Weinman Paine	NJPSA English Language Learners Committee, Monroe Twp., NJ	2/26/09	\$29.01 Mileage/Tolls

SPECIAL ACTION AGENDA

December 9, 2008

A. CURRICULUM & INSTRUCTION

ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES/WORKSHOPS

(continued)

#	NAME	CONFERENCE	DATE	COST NOT TO EXCEED
12	Gail Gersie Barton/Knight	2009 NJAHPERD Annual Convention, Long Branch, NJ	2/23-24/09	\$90.00 Registration
13	Mara Fallon Paine	Level 2 PYP Inquiry, New York, NY	2/1-3/09	\$1074.97 Registration/Train/ Lodging/ Mileage/Parking/Meals
14	Carolyn Robey Paine	Level 2 PYP Inquiry, New York, NY	2/1-3/09	\$1074.97 Registration/Train/ Lodging/ Mileage/Parking/Meals
15	Candace Colace Paine	Level 3 PYP Workshop, New York, NY	2/27-3/1/2009	\$1091.14 Registration/Train/ Lodging/ Mileage/Parking/Meals
16	Dana Hoffman Paine	Level 3 PYP Workshop, New York, NY	2/27-3/1/2009	\$1091.14 Registration/Train/ Lodging/ Mileage/Parking/Meals
17	Tami Krupnick Politz Day	Creating & Managing the Writers Workshop Cherry Hill, NJ	2/19/08	\$199.00 Registration
18	Tish Schuman East	CRUSSH College Tour Saratoga Springs, NY	4/27-4/30/09	\$182.92 Mileage/Tolls
19	Gina DeMonte Beck/Rosa	Annual ASAP-NJ Conference Atlantic City, NJ	2/5-2/6/09	\$295.00 Registration
20	Jennifer DiStefano Central	Annual ASAP-NJ Conference Atlantic City, NJ	2/5-2/6/09	\$295.00 Registration
21	Mary Kline Cooper	PYP Level 3 Exhibition, Baltimore, MD	12/11-14/08	\$260.00-Additional for hotel (Previously approved 6/24/08)
22	Cindy O'Reilly Cooper	PYP Level 3 Exhibition, Baltimore, MD	12/11-14/08	\$99.00-Additional for mileage~ Originally not going to drive (Previously approved 6/24/08)

SPECIAL ACTION AGENDA

December 9, 2008

A. CURRICULUM & INSTRUCTION

ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES/WORKSHOPS

(continued)

#	NAME	CONFERENCE	DATE	COST NOT TO EXCEED
23	Marcia Ruberg Rosa	Executive Functioning & the ASD Child, Philadelphia, PA	1/16/09	\$23.32
24	Norma Kensinger Rosa	NJASPERD Educating, Motivating, Celebrating 90 Years, Long Branch, NJ	2/23-24/09	\$184.05 Registration/Mileage
25	Nina Kems Rosa	American Library Associates Mid-winter Mtg., Denver Colorado	1/22-26/09	\$1183.00 Registration/Air/Hotel/ Meals

Motion _____ Second _____ Vote _____

SPECIAL ACTION AGENDA

December 9, 2008

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. ACCEPTANCE OF DONATIONS

<u>SCHOOL</u>	<u>DONATION</u>	<u>GROUP/INDIVIDUAL OFFERING DONATION</u>	<u>APPROX. VALUE</u>
Alternative High School	Rock Climbing Wall	Cherry Hill Education Foundation	\$6,582.00
East High School	SmartBoards in World Language Classroom	Cherry Hill Education Foundation	\$4,994.00
West High School	Adaptive PE Equipment	Cherry Hill Education Foundation	\$4,677.00

ITEM 2. APPROVAL OF BILL LIST

It is recommended that the Bill List dated December 4, 2008 in the amount of \$2,109,717.53 be approved as submitted.

Motion: _____ Second: _____ Vote: _____

SPECIAL ACTION AGENDA

December 9, 2008

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. Appointments--Certificated

ITEM 1. APPOINTMENTS—CERTIFICATED

(a) Regular

RECOMMENDATION:

It is recommended that the person listed be appointed to the position indicated for the 2008-09 school year (unless otherwise indicated) effective on the dates indicated in accord with the data presented:

<u>Name</u>	<u>Assignment</u>	<u>Effective Dates</u>	<u>Salary</u>
Monica Goldthorp	Rosa-.8 French (Long term substitute for G. Hewlett-budget #11-130-100-1011-48-1130)	12/22/08-6/30/09	\$37,022 prorated (Bachelors-step 1)
Lawrence Sankey	CHHS West-Special Education (Long term substitute for J. McCarron-extending contract-budget #11-213-100-1011-55-1330)	12/10/08-12/15/08	\$46,877 prorated (Bachelors-step 4)
Melissa Brasteter	Beck-Art (Long term substitute for S. Sanders-extending contract-budget 11-130-100-1011-40-1210)	12/01/08-1/15/09	\$46,477 prorated (Bachelors-step 2)

Motion _____ Second _____ Vote _____

SPECIAL ACTION AGENDA

December 9, 2008

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: December 5, 2008

To: Members, Board of Education

From: Dr. David Campbell, Superintendent

AGENDA

EXECUTIVE SESSION—6:30 PM

SPECIAL ACTION MEETING—7:00 PM

BOARD WORK SESSION—Immediately following Special Action Meeting

Tuesday, December 9, 2008 Malberg Board Room

BOARD OF EDUCATION COMMITTEES

Curriculum & Instruction Committee Members (yellow)

Chairperson: Kenneth Hartman

Administrative Liaison: Maureen Reusche

Committee Members: Eric Goodwin, Kathy Judge, Seth Klukoff

Business & Facilities Committee Members (blue)

Chairperson: Steven Robbins (Business) - Robert Russo (Facilities)

Administrative Liaison: James Devereaux

Committee Members: Eric Goodwin, Elliott Roth

Negotiations, Human Resources & Litigation Committee Members (pink)

Chairperson: Lisa Conn

Administrative Liaison: Nancy Adrian

Committee Members: Sharon Giaccio, Kathy Judge

Policy & Legislation Committee Members (green)

Chairperson: Elliott Roth

Administrative Liaison: James Gallagher

Committee Members: Lisa Conn, Seth Klukoff, Steven Robbins

Planning Committee

Chairperson: Robert Russo

Administrative Liaison: David Campbell

Committee Members: Lisa Conn, Kenneth Hartman, Elliott Roth

BOARD WORK SESSION

December 9, 2008

DISCUSSION

Recycle Bank

PRESENTATIONS

Testing Report
Pre-School Expansion

Val Sadwin
William Marble

BOARD WORK SESSION

NEW BUSINESS

PUBLIC COMMENT

BOARD WORK SESSION

December 9, 2008

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 Agreements/Contracts for Educational Services
2. Approval of Out of District Placements
3. Resolution for Interactive Kids Contract
4. Resolution for InvoHealthcare
5. Resolution to Install SMARTboards
6. Resolution to Authorize EIRC Agreement
7. Resolution for IEP Software (Maximus) ~ Pending Resolution

ITEM 1. APPROVAL OF AGREEMENTS/CONTRACTS FOR EDUCATIONAL SERVICES

RECOMMENDATION:

It is recommended that the Board approve the agreements/contracts as listed below.

Alexis Birnbaum, Young Children's Center for Arts
Provide music therapy at Barclay Early Childhood Center
September 1, 2008 - June 30, 2009
Amount not to exceed \$25,520.00 paid by IDEA Funding
Purchase Order # 294055

TransAct Communications, Inc.
Provide document translation services
January 1, 2009-June 30, 2009
Amount not to exceed \$6,782.00
Purchase Order Pending

Camden County Educational Services Commission
Provide OT/PT services to our non-public schools
September 1, 2008 through June 30, 2009
Amount not to exceed \$50,000.00 paid by IDEA Funding
Purchase Order Pending

BOARD WORK SESSION
December 9, 2008

A. CURRICULUM & INSTRUCTION

ITEM 2. APPROVAL OF OUT OF DISTRICT PLACEMENTS

RECOMMENDATION:

It is recommended that the Board approve the out of district placements with tuition rates listed below. There are three new placements and four renewals.

APPROVALS/RATIFICATIONS 2008-2009

VENDOR	ID	TERM	TUITION	RES	ESY	ESY AIDE	AIDE	AMOUNT
BCSSS	3004917	11/24/08-6/30/09	\$31,000.00					\$31,000.00
Brookfield Elementary	2031567	11/3/08-6/30/09					\$20,155.00	\$20,155.00
GCSS: Bankbridge	7103884	9/4/08-6/30/09					\$32,040.00	\$32,040.00
GCSS: Bankbridge	7103831	9/4/08-6/30/09					\$32,040.00	\$32,040.00
GCSS: Bankbridge	3003930	9/4/08-6/30/09					\$32,040.00	\$32,040.00
Y.A.L.E. School North	2021639	11/20/08-6/30/09					\$36,050.00	\$36,050.00
Y.A.L.E. School, Inc.	2021519	12/1/08-6/30/09	\$38,601.00					\$38,601.00
								\$221,926.00

3 new, 4 renewals

BOARD WORK SESSION
December 9, 2008

A. CURRICULUM & INSTRUCTION

ITEM 3. RESOLUTION FOR INTERACTIVE KIDS CONTRACT

RECOMMENDATION:

**A RESOLUTION AUTHORIZING THE APPROVAL OF INCREASE IN HOURS OF
BEHAVIOR CONSULTANT PURSUANT TO CONTRACT**

WHEREAS, the Cherry Hill Board of Education (the “Board”), pursuant to N.J.S.A. 18A:18A-5(a) previously approved Interactive Kids, provider of Behavior Consultation, to provide professional behavior analysis and develop behavioral intervention plans for students in the District as an independent contractor for July 1, 2008 – June 30, 2009; and

WHEREAS, the Board previously approved said contract in an amount not to exceed \$75,000.00; and

WHEREAS, it has become apparent that behavior analysis and developing behavior intervention plans and hours are necessary to meet the District’s legal obligation to provide appropriate special education services to its students and that the services to be provided will exceed the initial \$75,000.00 approved;

NOW, THEREFORE, BE IT RESOLVED, by the Cherry Hill Board of Education, hereby approves the provision of additional professional services of Interactive Kids, as described hereinabove, at a rate of One Hundred Dollars (\$100.00) per our, which total amount for the 2008-09 school year shall not exceed a total of \$80,375.00.

BOARD WORK SESSION

December 9, 2008

A. CURRICULUM & INSTRUCTION

ITEM 4. RESOLUTION FOR INVO-HEALTHCARE

RECOMMENDATION:

**A RESOLUTION AUTHORIZING THE APPROVAL OF INCREASE IN HOURS OF
SPEECH THERAPY AND OCCUPATIONAL THERAPY SERVICES PURSUANT TO
CONTRACT**

WHEREAS, the Cherry Hill Board of Education (the “Board”), pursuant to N.J.S.A. 18A: 18A-5(a) previously approved InvoHealthcare, provider of Speech Therapy and Occupational Therapy, to provide professional speech therapy and occupational therapy services for students in the District as an independent contractor for September 1, 2008 – June 30, 2009; and

WHEREAS, the Board previously approved said contract for the period of September 1, 2008 – June 30, 2009 in an amount not to exceed \$795,000.00; and

WHEREAS, it has become apparent that speech therapy services and occupational therapy services and hours are necessary to meet the District’s legal obligation to provide appropriate special education services to its students during the months of July and August of 2008, and that the services to be provided will exceed the initial \$795,000.00 approved;

NOW, THEREFORE, BE IT RESOLVED, by the Cherry Hill Board of Education, hereby approves the provision of additional professional services of InvoHealthcare for the months of July and August, 2008, as described hereinabove, which total amount for the 2008-09 school year shall not exceed a total of \$850,923.75.

BOARD WORK SESSION
December 9, 2008

A. CURRICULUM & INSTRUCTION

ITEM 5. RESOLUTION TO INSTALL SMARTBOARDS

RECOMMENDATION:

WHEREAS, A Board of Education, without advertising for bids, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, Northeast Electrical Services, LLC has been awarded the contract for Electrical Services for the New Jersey Time and Materials Cooperative Bid dated 2/18/08 for the following counties: Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Mercer, Ocean, and Salem, and

NOW, THEREFORE BE IT RESOLVED by the Board of Education that a purchase order be issued to Northeast Electrical Service, LLC in the amount of \$80,600 for the installation of SmartBoards across the District. (Purchase Order Pending)

BOARD WORK SESSION

December 9, 2008

A. CURRICULUM & INSTRUCTION

ITEM 6. RESOLUTION TO AUTHORIZE AN AGREEMENT EIRC

WHEREAS, the Cherry Hill Board of Education (the “Board”) has an obligation to its students to provide the highly qualified teachers and staff; and

WHEREAS, the Board offers its teachers certain professional development opportunities in order to assist its employees in becoming and remaining highly qualified; and

WHEREAS, the Board has received a proposal from the EIRC for a professional development/writing enhancement program for the 2008-2009 school year

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

WHEREAS, the services to be provided by EIRC constitute Professional Services within the meaning of the statute;

NOW THEREFORE BE IT RESOLVED, that the Cherry Hill Board of Education approves the agreement between the Board and EIRC for the term of December 1, 2008 through June 30, 2009 for a total amount not to exceed Thirteen Thousand, Seven Hundred and Sixty-One Dollars and Fifty cents.(\$13,761.50 – Purchase Order # Pending); and

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

BOARD WORK SESSION

December 9, 2008

A. CURRICULUM & INSTRUCTION

ITEM 7. A RESOLUTION RECOMMENDING ACCEPTANCE OF PROPOSAL BY MAXIMUS, INC. FOR SPECIAL EDUCATION DATABASE/IEP MANAGEMENT SYSTEM

WHEREAS, the Cherry Hill Board of Education issued a Competitive Contract Request for Proposals with respect to a Special Education Database/IEP Management System on or about September 11, 2008, which required all interested parties to respond no later than October 28, 2008; and

WHEREAS, the Cherry Hill Board of Education forwarded copies of the Competitive Contracting specifications to more than one potential vendor, and received three responses to said Request for Proposal from Computer Automation Systems, Inc., Maximus, Inc. and Public Consulting Group; and

WHEREAS, the response to the Request for Proposal with respect to the Special Education Database/IEP Management System has been reviewed in accordance with N.J.S.A. 18A:18A-4.5(d) and a recommendation has been made that the proposal from Maximus, Inc. for a five year ASP Perpetual License be accepted at a cost of \$109,760 for the first year, \$32,311 for the second year and \$16,061 for subsequent years with the understanding that the pricing for years two through five is based on the assumption that the number of students managed by the system does not increase and that there would be a per student pro rata additional charge if the number of students increases for years two through five, subject to approval by counsel for the Cherry Hill Board of Education with respect to a form of contract;

NOW, THEREFORE, BE IT RESOLVED, by the Cherry Hill Board of Education as follows:

1. That the Board accept the proposal from Maximus, Inc., subject to approval by the Board Solicitor of a final form of contract for same; and
2. The Assistant Superintendent – Business is hereby authorized to sign said contract, once it has been approved by the Board Solicitor on behalf of the Board with Maximus, Inc. for a five year ASP Perpetual License be accepted at a cost of \$109,760 for the first year, \$32,311 for the second year and \$16,061 for subsequent years with the understanding that the pricing for years two through five is based on the assumption that the number of students managed by the system does not increase and that there would be a per student pro rata additional charge if the number of students increases for years two through five; and be it

FURTHER RESOLVED, that the Board President and Board Secretary are authorized to execute the contract upon final approval of the Board Solicitor. (Purchase order pending)

BOARD WORK SESSION

December 9, 2008

B. BUSINESS AND FACILITIES

1. Financial Reports
2. Resolutions
3. Resolution for the Award of Bids
4. Resolution for the Award of Request for Quotation
5. Disbursement of Funds
6. Approval of Bill List
7. Accept Audit Report
8. Approval Liacouras Center - H. S. East Graduation
9. Approval Liacouras Center - H. S. West Graduation

The Superintendent recommends the following:

ITEM 1. FINANCIAL REPORTS

- a) BOARD SECRETARY'S REPORT FOR OCTOBER 2008
- b) TREASURER'S REPORT FOR OCTOBER 2008
- c) LINE ITEM TRANSFER REPORTS FOR THE MONTH OF DECEMBER 2008

ITEM 2. RESOLUTIONS

- a) RESOLUTION FOR THE AWARD OF BIDS THROUGH COOPERATIVE BUYING
- b) RESOLUTION ADOPTING 403(B) PLAN DOCUMENT

ITEM 3. RESOLUTION FOR THE AWARD OF BIDS

- a) #5666 – ATHLETIC TRANSPORTATION – WINTER ATHLETICS – MIDDLE SCHOOLS (12-4-08)

ITEM 4. RESOLUTION FOR THE AWARD OF REQUEST FOR QUOTATION

- a) #DIST-111708-SP01 – CONTRACTED SNOW PLOW AND SURFACE TREATMENT DISTRICT WIDE (12-11-08)

ITEM 5. DISBURSEMENT OF FUNDS

ITEM 6. APPROVAL OF BILL LIST

ITEM 7. ACCEPT AUDIT REPORT

ITEM 8. APPROVAL OF LICENSE AGREEMENT FOR THE LIACOURAS CENTER - GRADUATION H. S. EAST, JUNE 17, 2009.

ITEM 9. APPROVAL OF LICENSE AGREEMENT FOR THE LIACOURAS CENTER - GRADUATION H.S. WEST, JUNE 18, 2009.

BOARD WORK SESSION

December 9, 2008

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. FINANCIAL REPORTS

a) **BOARD SECRETARY’S REPORT FOR OCTOBER 2008**

Pursuant to N.J.A.C. 6A:23-2.12(c)3 the Board Secretary certifies that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.12(a) for the month ending October 2008.

Pursuant to N.J.A.C. 6A:23-2.12(c)4, the Cherry Hill Board of Education has reviewed for the minutes of this meeting the Board Secretary and the Treasurer of School Moneys monthly financial report for October 2008 that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.12(b), and hereby approves same and directs that they be affixed to the minutes of this meeting.

b) **TREASURER’S REPORT FOR OCTOBER 2008**

Pursuant to N.J.A.C. 6A:23-2.12(c)4, the Cherry Hill Board of Education has reviewed for the minutes of this meeting the Treasurer of School Moneys monthly financial report for October 2008 that no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.12(b), and hereby approves same and directs that they be affixed to the minutes of this meeting.

c) **LINE ITEM TRANSFER REPORTS FOR THE MONTH OF DECEMBER 2008**

It is recommended that the 2008/2009 Budget be revised by the transfer of funds between line items as listed in the memoranda from J. Devereaux to Dr. D. Campbell dated _____, 2008.

BOARD WORK SESSION

December 9, 2008

B. BUSINESS AND FACILITIES

ITEM 2. RESOLUTIONS

- a) **RESOLUTION FOR THE AWARD OF BIDS THROUGH COOPERATIVE BUYING**

INFORMATION TO BE READY FOR ACTION MEETING

- b) **RESOLUTION ADOPTING 403(B) PLAN DOCUMENT**

WHEREAS, 26 *C.F.R.* §1.403(b)-1 et. seq. requires that the Cherry Hill Board of Education adopt a 403(b) plan with an effective date on or before January 1, 2009 in order to maintain the tax sheltered status of the existing 403(b) program offered by the Board of Education; and

WHEREAS, the Cherry Hill Board of Education deems it desirable and appropriate to adopt the 403(b) Plan Document attached hereto to maintain the tax sheltered status of the existing 403(b) program offered by the Cherry Hill Board of Education;

NOW, THEREFORE, BE IT

RESOLVED, that the Cherry Hill Lawn Board of Education hereby adopts the attached 403(b) Plan and authorizes the Assistant Superintendent - Business to execute the signature on the Plan Document confirming its adoption with an effective date of January 1, 2009.

BOARD WORK SESSION

December 9, 2008

B. BUSINESS AND FACILITIES

ITEM 3. RESOLUTION FOR THE AWARD OF BIDS

- a) #5666 – ATHLETIC TRANSPORTATION – WINTER ATHLETICS – MIDDLE SCHOOLS (12-4-08)

INFORMATION:

Specifications for the procurement of a vendor to provide Athletic Transportation for Winter Sports for the Middle Schools were advertised and solicited with the following results.

<u>BIDDER</u>	<u>LINE ITEMS</u>	<u>BID TOTAL</u>
CT Student Services, 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		

Account Code: 11-000-270-5121-XX-2700-0000

RECOMMENDATION:

It is recommended that BID #5666 – ATHLETIC TRANSPORTATION – WINTER ATHLETICS – MIDDLE SCHOOLS (Beck/Carusi/Rosa/East/West 08-09) be awarded as follows based on low unit price meeting specification.

<u>BIDDER</u>	<u>LINE ITEMS</u>	<u>BID TOTAL</u>
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Account Code: 11-000-270-5121-XX-2700-0000

BOARD WORK SESSION

December 9, 2008

B. BUSINESS AND FACILITIES

ITEM 4. RESOLUTION FOR THE AWARD OF REQUEST FOR QUOTATION

- a) #DIST-111708-SP01 – CONTRACTED SNOW PLOW AND SURFACE TREATMENT DISTRICT WIDE (12-11-08)

INFORMATION:

Quotations for the procurement of a vendor to provide Contracted Snow Plow and Surface Treatment District Wide were advertised and solicited with the following results.

QUOTER

HOURLY RATE

Account Code:

RECOMMENDATION:

It is recommended that REQUEST FOR QUOTATION #DIST-111708-SP01 – CONTRACTED SNOW PLOW AND SURFACE TREATMENT DISTRICT WIDE (Buildings & Grounds 08-09) be awarded as follows based on low unit price meeting specification.

QUOTER

HOURLY RATE

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B. BUSINESS AND FACILITIES

ITEM 5. DISBURSEMENT OF FUNDS

<u>FUND</u>	<u>AMOUNT</u>	<u>REPORT DATED</u>
General Current Expense		
Payroll & FICA		
Food Services		
SACC	\$	
Grand Total	\$	

ITEM 6. APPROVAL OF BILL LIST

It is recommended that the Bill List dated _____, 2008 in the amount of \$ _____ be approved as submitted.

ITEM 7. ACCEPT AUDIT REPORT

WHEREAS, the Board Secretary reported that an audit summary was made available to the general public and it was reviewed by the Assistant Superintendent for Business; and

WHEREAS, the review process included a statement of findings and the corrective action plan for each,

NOW, THEREFORE, BE IT RESOLVED, that the Audit Report for the School Year 2007/2008 be accepted and filed.

ITEM 8. APPROVAL OF LICENSE AGREEMENT FOR THE LIACOURAS CENTER - GRADUATION H.S. EAST, JUNE 17, 2009

It is recommended that the "Agreement" between Global Spectrum, L.P., a Delaware limited partnership, as agent on behalf of Temple University - Of the Commonwealth System of Higher Education (hereinafter "Licensor"), and Cherry Hill Board of Education, organized under the laws of the State of New Jersey (hereinafter "Licensee") be approved as submitted for H.S. East graduation on Wednesday, June 17, 2009 in the amount of \$14,000.00 each for Rental and Parking Fees.

BOARD WORK SESSION

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B. BUSINESS AND FACILITIES

**ITEM 9. APPROVAL OF LICENSE AGREEMENT FOR THE LIACOURAS
CENTER - GRADUATION H.S. WEST, JUNE 18, 2009**

It is recommended that the "Agreement" between Global Spectrum, L.P., a Delaware limited partnership, as agent on behalf of Temple University - Of the Commonwealth System of Higher Education (hereinafter "Licensor"), and Cherry Hill Board of Education, organized under the laws of the State of New Jersey (hereinafter "Licensee") be approved as submitted for H.S. West graduation on Thursday, June 18, 2009 in the amount of \$14,000.00 each for Rental and Parking Fees.

BOARD WORK SESSION

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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—Non-Certificated
8. Other Compensation—Certificated
9. Approval of Job Descriptions

ITEM 1. TERMINATION OF EMPLOYMENT—CERTIFICATED

(a) Resignations

RECOMMENDATION:

It is recommended that the following resignation be accepted on the date listed for the reason indicated:

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Amy Stolarick	CHHS West-Nurse (\$48,605-#11-000-213-1048-55-2130-0000)	1/10/09 (revised for date)	Personal

BOARD WORK SESSION

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C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. TERMINATION OF EMPLOYMENT—NON-CERTIFICATED

(a) Resignations

RECOMMENDATION:

It is recommended that the following resignation be accepted on the date listed for the reason indicated:

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
John Dalton	CHHS West-Stock Clerk (\$41,654-budget #11-000-262-1201-55-2620)	1/01/09	Retirement

ITEM 3. APPOINTMENTS—CERTIFICATED

(a) Regular

RECOMMENDATION:

It is recommended that the persons listed be appointed to the positions indicated for the 2008-09 school year (unless otherwise indicated) effective on the dates indicated in accord with the data presented:

<u>Name</u>	<u>Assignment</u>	<u>Effective Dates</u>	<u>Salary</u>
Kevin Krutoff	Beck-Rebel 2 (budget #20-037-100-1015-40-2009/20-287-100-1011-99-2209)	2008-2009 school year	\$600
Marissa McKinney	Beck-Rebel 2 (budget #20-037-100-1015-40-2009/20-287-100-1011-99-2209)	2008-2009 school year	\$600
Gail Ward	Carusi-Rebel 2 (budget #20-037-100-1015-45-2009/20-287-100-1011-99-2209)	2008-2009 school year	\$600
Melissa Anderson	Carusi-Rebel 2 (budget #20-037-100-1015-45-2009/20-287-100-1011-99-2209)	2008-2009 school year	\$600
Teresa Convery	Rosa-Rebel 2 (budget #20-037-100-1015-48-2009/20-287-100-1011-99-2209)	2008-2009 school year	\$600
Kim Pennock	Rosa-Rebel 2 (budget #20-037-100-1015-48-2009/20-287-100-1011-99-2209)	2008-2009 school year	\$600

BOARD WORK SESSION

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C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED - continued

(b) Substitute Teacher

RECOMMENDATION:

It is recommended that the persons listed be approved as substitute teachers effective 12/17/08-6/30/09 budget #11-120-100-1014-98-1270:

<u>Name</u>	<u>Name</u>
Melissa Klein	Clarence Hon

(c) Student Teachers

RECOMMENDATION:

It is recommended that the person 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>
Madeline Spiels	Rowan	1/20/09-3/13/09	Richard Beckman/Sharp

(d) Curriculum Committee

RECOMMENDATION:

It is recommended that Matt Cieslik, teacher at Rosa be approved as a member of the science curriculum committee effective 10/07/08-6/30/09 at the rate of \$35.71/hour not to exceed 10 hours budget #11-000-221-1100-72-1270.

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C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED – continued

(d) Professional Development Committee

RECOMMENDATION:

It is recommended that the persons listed be approved as members of the professional development committee not to exceed 10 hours effective 10/01/08-6/30/09 at the hourly rate of \$35.71 budget #11-000-223-1100-72-1270:

<u>Name</u>	<u>School</u>
Lauren Arno*	Alternative High
Paul Arno	Alternative High School
Leslie Hackmyer*	Barclay
Susan Baskies	Barclay
Nancy Paley*	Barton
Jared Peltzman	Barton
Laurel Gertel*	Beck
Michael Mancinelli	Beck
Melanie Wyckoff	Beck
Felice Livecchi	Beck
Liz Stern*	Harte
Joyce Miller	Harte
Shana Frantz	Harte
Ann Dalporto	Harte
Hope Jenkins	Harte
Denise Horton	Harte
Tara Bacani Robuck*	Carusi
Kathy McKinney	Carusi
Dan Sloane	Carusi
Anita Balabon*	Cooper
Carol Pletcher	Cooper
Barbara Podolak	Cooper
Ileen Morris*	CHHS East
Bernadette Calnon-Buote	CHHS East
Christine Schultz	CHHS East
Barbara Friscia*	Johnson
Steve Redfearn*	Kilmer
Nazzario Marcella	Kilmer
Erin McGee*	Kingston
Bernice Teare	Kingston
Kelly Grille	Kingston
Jackie DeCola	Kingston

*District PD Committee – others are building & serve as alternate to district PD committee

BOARD WORK SESSION
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C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED – continued

(d) Professional Development Committee - continued

<u>Name</u>	<u>School</u>
Donna Morocco*	Knight
Rebecca Tiernan	Knight
Megan Manns*	Mann
Wendy Wong	Mann
Jennifer Van Ginhoven*	Paine
Linda Weiss	Paine
Nina Kemps*	Rosa
Karen Barry	Rosa
Susan Cappuccio	Rosa
Kim Laskey*	Sharp
Kelly Guzman	Sharp
Gene Park	Sharp
Christina Pugliese	Sharp
Janet Hill*	Stockton
Karen Barnett	Stockton
Nick Baldoni	Stockton
Maureen Keebler*	CHHS West
Beth Walsh*	Woodcrest
Linda Dilger	Woodcrest
Linda Pezzella	Woodcrest

*District PD Committee – others are building & serve as alternate to district PD committee

(e) NCLB FY 08-Title I Tutors

RECOMMENDATION:

It is recommended that the persons listed be approved as Title I tutors at Kingston Elementary Schools effective 1/05/09-6/05/09 for 21 weeks/2 hours per week, per tutor at the hourly rate of \$45 budgeted from account #20-232-100-1011-18-2009:

<u>Name</u>	<u>Name</u>	<u>Name</u>
Teri Basinait	Maureen Meloche	Joy Patterson
Janice Hardin	Kelly Grille	Donna Powell
Jacquelyn DeCola	Dawn Schafle	Erin McGee
Marlene DiGrosso	Dolores Muscelli	Theresa King
Michelle Bransfield	Bernice Teare	

BOARD WORK SESSION
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C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 4. APPOINTMENTS—NON-CERTIFICATED

(a) Regular

RECOMMENDATION:

It is recommended that the persons listed be appointed to the positions indicated for the 2008-09 school year (unless otherwise indicated) effective on the dates indicated in accord with the data presented:

<u>Name</u>	<u>Assignment</u>	<u>Effective Dates</u>	<u>Salary/Hourly Rate</u>
Ilene Windreich	Kilmer-Educational Assistant (new position-budget #11-209-100-1061-15-1380)	11/25/08-6/30/09	\$9.07 (30 hrs/wk)
Melissa Hale	Kingston-Educational Assistant (new position - budget #11-214-100-1061-18-1310)	11/24/08-6/30/09	\$9.07 (32.5 hrs/wk)
Carmen Encarnacion	Alternative High School-Educational Assistant (replacing-D. Russo-budget #11-209-100-1061-60-1380)	On or about 12/08/08-6/30/09	\$9.07 (30 hr/wk)
Patricia Jones	Stockton-Educational Assistant (replacing O. Devlin-budget #11-213-100-1061-33-1330)	On or about 12/08/08-6/30/09	\$9.07 (32.5 hr/wk)

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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>
Geraldine Hewlett	Rosa-French/Spanish	Leave with pay 1/05/09-2/11/09; without pay 2/12/09-6/19/09
Sudee Sanders	Beck-Art	Leave with pay 12/01/08-until determination is made by physician (extending leave)
Jennifer McCarron	CHHS West-Special Education	Leave without pay 12/05/08-12/12/08 (extending leave)
Lisa Saffici	CHHS West-Guidance	Leave without pay 11/25/08-2/26/09
Kelly Guzman	Sharp-Grade 2	Leave with pay 3/02/09-3/16/09; without pay 3/17/09-6/19/09
Yuna Park	Sharp-Grade 4	Leave with pay 3/25/09-5/15/09; without pay 5/18/09-6/19/09
Melissa McNab	Rosa-Art	Leave with pay 2/17/09-3/30/09; without pay 3/31/09-5/15/09
Jennifer Greenwald	CHHS East-English	Leave with pay 1/14/09-2/26/09; without pay 2/27/09-6/19/09 (revised for dates)
Korris Kennedy	Rosa-Math	Leave without pay 11/24/08-2/24/09

ITEM 6. LEAVES OF ABSENCE—NON-CERTIFICATED

(a) Leave of Absence, With/Without Pay

RECOMMENDATION:

It is recommended that the persons 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>
Charlotte Burton	Johnson-Educational Assistant	Leave with pay 1/20/09-1/30/09; without pay 2/02/09-3/20/09

BOARD WORK SESSION

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C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 7. ASSIGNMENT/SALARY CHANGE—NON-CERTIFICATED

(a) Salary Adjustment

RECOMMENDATION:

It is recommended that the hourly rate of the persons listed be adjusted due to reassignment from exceptional educational assistant (declining position) to educational assistant in accord with the data presented effective 11/17/08-6/30/09:

<u>Name</u>	<u>Assignment</u>	<u>From</u> <u>Hourly Rate</u>	<u>To</u> <u>Hourly Rate</u>	<u>Effective Date</u>
Susan Stoots- Dickinson	CHHS East- Educational Assistant (budget #11- 213-100-1061-50-1330)	\$11.19 (30 hrs/wk)	\$9.84 (30 hrs/wk)	11/17/08- 6/30/09
Leona Rothstein	CHHS East- Educational Assistant (budget #11- 190-100-1061-50- 1270/11-213-100-1061- 50-1330)	\$11.19 (37.5 hrs/wk)	\$9.69 (37.5 hrs/wk)	12/01/08- 6/30/09

ITEM 8. OTHER COMPENSATION—CERTIFICATED

(a) Additional Class

RECOMMENDATION:

It is recommended that Edward Hernandez, Spanish teacher at Rosa Middle School be compensated for teaching an additional Spanish class effective 1/05/09-6/30/09 at a stipend of \$5309 budget #11-130-100-1011-48-1130.

(b) NCLB FY 08 – Title IIA Highly Qualified Funds

RECOMMENDATION:

It is recommended that the persons listed be approved for professional development training effective 8/18/08 at the rate of \$104.50/day. Monies are budgeted from account #20-276-200-1011-99-2008-0001:

<u>Name</u>	<u>Name</u>	<u>Name</u>
Martin Sharofsky	Keith Swaney	Melissa Reitano

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C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 8. OTHER COMPENSATION—CERTIFICATED - continued

(c) Payment for Conducting Workshop

RECOMMENDATION:

It is recommended that Gloria Wuhl, Case Manager, be approved for conducting a workshop on 11/04/08 for 6 hours at the hourly rate of \$53.56 budgeted from account #11-120-100-115-71-1410.

(d) Title IIA - PLN Coaching

RECOMMENDATION:

It is recommended that the persons listed be approved for attending PLN coaching classes not to exceed 4 days budgeted from Title IIA #20-276-200-1011-99-2009:

<u>Name</u>	<u>Amount</u>
Lynn Bresnahan	\$487 per day
Katrina Lacovara	\$405.25 per day

ITEM 9. APPROVAL OF JOB DESCRIPTION

RECOMMENDATION:

It is recommended that the job description listed be approved as presented effective 12/17/08:

- PM Enrichment Learning Lab Facilitator
- Technology Systems Specialist

BOARD WORK SESSION

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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. Second Reading of Policies
2. Abolishment of Procedures
3. Waiver of Procedure F-3: Secondary Field Trips

ITEM 1. SECOND READING OF POLICIES

- Draft Policy 3515.2: Staff Use of Wireless Technology, Cellular Telephones and Electronic Devices
- Draft Policy 3570: District Records and Reports
- Draft Policy 4212.8: Nepotism
- Draft Policy 5117.1: Secondary Open Enrollment
- Draft Policy 5126: Valedictorian Recognition/Graduation Participation
- Draft Policy 5131.62: Student Use of Wireless Technology, Cellular Telephones and Electronic Devices

RECOMMENDATION:

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

ITEM 2. ABOLISHMENT OF PROCEDURES

- Procedure T-17: Student Use of Wireless Technology and Cellular Telephones
- Procedure T-18: Staff Use of Cellular Telephones

RECOMMENDATION:

It is recommended that the procedure listed above be abolished.

BOARD WORK SESSION

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D. POLICIES & LEGISLATION COMMITTEE (continued)

ITEM 3. WAIVER OF PROCEDURE F-3: SECONDARY FIELD TRIPS

School	Trip	Dates	# School Days Missed*
Beck Middle School	Washington, D.C.	May 28-29, 2009	2
CHHS West	Italy	April 4-14, 2009	3

RECOMMENDATION:

It is recommended that the procedure listed above be waived as revised in order to accommodate the field trips noted.