

CHERRY HILL PUBLIC SCHOOLS
Cherry Hill, New Jersey

BOARD OF EDUCATION WORK SESSION AND/OR SPECIAL MEETING MINUTES

February 11, 2014

A Board of Education Work Session and/or Special Meeting of the Cherry Hill Township Board of Education was held in the Malberg Administration Bldg. on February 11, 2014.

The meeting was called to order by Mrs. Judge at 6:00 P.M. who read the following notice in accordance with the Open Public Meetings Act:

PUBLIC NOTICE OF THIS MEETING PURSUANT TO THE OPEN PUBLIC MEETINGS ACT HAS BEEN GIVEN BY THE BOARD SECRETARY IN THE FOLLOWING MANNER:

- (A) POSTING WRITTEN NOTICE ON THE OFFICIAL BULLETIN BOARD AT THE ADMINISTRATION BUILDING ON February 6, 2014.
- (B) TRANSMITTED NOTICE TO THE COURIER POST AND THE PHILADELPHIA INQUIRER ON February 6, 2014.
- (C) TRANSMITTED NOTICE WITH THE CLERK OF CHERRY HILL TOWNSHIP ON February 6, 2014.

A roll call recorded the following Board Members as present:

| | |
|-----------------------|-----------------------|
| Mrs. Sherrie L. Cohen | Mr. Seth Klukoff |
| Mr. Eric Goodwin | Mrs. Carol A. Matlack |
| Mrs. Colleen Horiates | Mr. Elliott Roth |
| | Mrs. Kathy Judge |

Dr. J. Barry Dickinson - absent
Mr. Steven Robbins arrived at 6:21 p.m.

Student Representatives:

Lydia George-Koku, H. S. East
Ryan Gallagher, H. S. West

Also in attendance were: Dr. M. Reusche, Mr. P. Green, Esq., Mr. J. Devereaux, Dr. J. Meloche, Ms. N. Adrian, Mr. D. Bart, Mr. P. Todd, Ms. L. Weathington, and Mrs. B. Wilson.

Mrs. Judge led the Pledge of Allegiance.

Board of Education Work Session and Special Action Meeting Minutes
February 11, 2014

Mrs. Judge read the following notice in accordance with the Open Public Meetings Act at 6:00 P.M.

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

Mrs. Judge called the Board of Education Work Session and Special Action meeting to order in public session from the Executive Session at 7:10 P.M.

Public Discussion:

There being no public discussion, Mrs. Judge called the meeting to order for the purpose of considering and voting on the items presented on the Special Action Agenda.

Mr. Robbins made and Mrs. Matlack seconded a motion to amend the agenda and **move the Human Resources section of the Special Action agenda to Item #1** which is incorporated as part of the minutes on pages 3 through 10 which follow:

SPECIAL ACTION AGENDA

February 11, 2014

C. HUMAN RESOURCES/NEGOTIATIONS

Board Goals

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

ITEM 1 – HUMAN RESOURCES/NEGOTIATIONS

The Superintendent recommends the following:

1. Termination of Employment—Certificated
2. Termination of Employment—Non-Certificated
3. Appointments—Certificated
4. Appointments—Non-Certificated
5. Other Compensation—Certificated

ITEM 1. TERMINATION OF EMPLOYMENT—CERTIFICATED

(a) Resignations

RECOMMENDATION:

It is recommended that the separation from employment of the following employees be approved for the reasons listed and all resignations listed are hereby accepted on the dates listed below.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Reason</u> |
|-------------------|--|-----------------------|---------------|
| Susan Merrill | Paine-Nurse (\$97,169) | 7/01/14 | Retirement |
| Jeremiah Weber | Rosa-Science (Replacement Substitute for C. Mazol-\$48,377) | 1/28/14 | Personal |
| Michelle Lubrano* | CHHS West-Assistant Coach, Lacrosse | 1/23/14 | Personal |
| Maryling Harris | Carusi-Spanish (Replacement substitute for D. Augustyn-\$48,377) | 4/03/14 | Personal |

*Outside district coach

SPECIAL ACTION AGENDA

February 11, 2014

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. TERMINATION OF EMPLOYMENT—NON-CERTIFICATED

(a) Resignations

RECOMMENDATION:

It is recommended that the separation from employment of the following employees be approved for the reasons listed and all resignations listed are hereby accepted on the dates listed below.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Reason</u> |
|--------------------------|---|-----------------------|---------------------|
| Judith Bajgier Leuthy | Malberg-Student Registration Assistant Coordinator (\$37,862) | 5/01/14 | Deferred Retirement |

(b) Terminations

RECOMMENDATION:

Resolved, based upon the recommendation of the Superintendent of Schools, that the Cherry Hill Board of Education hereby exercises the fifteen-day termination clause in the employment contract of employee #4331, and that said employee's employment in the School District be and is therefore terminated effective at the close of business on February 11, 2014; and be it

Further Resolved, that employee #4331 shall not report to work or otherwise be on School District premises without prior authorization from the Administration between the date of this Resolution and the effective date of termination; and be it

Further Resolved, that the Director of Human Resources shall forthwith provide appropriate written notice of this action to employee #4331.

SPECIAL ACTION AGENDA

February 11, 2014

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED

(a) Regular

RECOMMENDATION:

It is recommended that the persons listed be appointed to the positions indicated in accord with the data presented.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Salary</u> |
|------------------------|--|---|--------------------------------------|
| Katherine Pacione | Rosa-Science (Replacement substitute for C. Mazol on leave of absence-budget #11-130-100-101-48-0100) | 1/27/14-4/08/14 | \$48,377 prorated (Bachelors-step 1) |
| Annette DiGiamberadino | Mann-Grade 5 (Replacement substitute or K. Hall on leave of absence-budget #11-120-100-101-24-0100) | 2/13/14-6/30/14 | \$48,377 prorated (Bachelors-step 1) |
| Kimberlee Lipinski | Johnson- Grade 1 (Replacement substitute for S. Murawczyk- budget #11-120-100-101-12-0100) | 1/30/14-6/30/14 (revised for start date) | \$48,377 prorated (Bachelors-step 1) |
| Kaitlin McCarthy | CHHS West-Social Studies (Replacement substitute for J. Woolston on leave of absence-budget #11-140-100-101-55-0100) | 1/24/14-3/27/14 (contract extended) | \$48,377 prorated (Bachelors-step 1) |
| Sarah Musuta | Rosa-Language Arts (Replacement substitute for R. Israelite on leave of absence-budget # 11-130-100-101-48-0100) | 1/30/14-6/30/14 | \$48,377 prorated (Bachelors-step 1) |
| Deborah Roth | Stockton-Resource Room (Replacement substitute for J. Boecklen on leave of absence-budget #11-213-100-101-33-0100) | 3/05/14-5/06/14 (contract extended) | \$48,377 prorated (Bachelors-step 1) |
| Erica Marshall | Knight-Grade 2 (Replacement substitute for C. Atchinson on leave of absence-budget # 11-120-100-101-21-0100) | 5/07/14-6/30/14 (contract extended) | \$48,377 prorated (Bachelors-step 1) |

SPECIAL ACTION AGENDA

February 11, 2014

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED

(b) Regular – Grant Funded

RECOMMENDATION:

It is recommended that the person listed be reappointed to the position indicated in accord with the data presented. Salary is funded 100% through the grant.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Salary</u> |
|-------------------------|---|-----------------------|--|
| Diana Ragasa Tavares | Barton-.5 Title I (Semi-annual Title I reappointment-budget #20-232-100- 101-03-0100) | 8/29/13-6/30/14 | \$27,165 (.5 of Masters+15-step 1- revised for column) |

(c) Substitute Teachers/Nurses

RECOMMENDATION:

It is recommended that the persons listed be approved as substitute teachers/substitute nurses for the 2013-14 school year effective 2/12/14-6/30/14. Monies budgeted from account #11-120-00-101-98-0150/#11-130-100-101-98-0150/#11-140-100-101-98-0150/#11-000-213-104-98-0150.

| <u>Name</u> | <u>Name</u> | <u>Name</u> | <u>Name</u> |
|-----------------------------|----------------|--------------|---------------|
| Laura Flood Matthew Vann | Rick Santarone | Scott Mooney | Kurt Loescher |

(d) Co-Curricular

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Stipend</u> |
|-----------------------|---|-----------------------|----------------|
| Robert Kates* | CHHS East-Co-Assistant Coach, Boys Basketball (budget #11-402- 100-100-50-0101) | 1/30/14-3/01/14 | \$ 203 |
| Katelyn McWilliams | CHHS West-Assistant Director, Spring Show Set (budget #11-401- 100-100-55-0101) | 9/01/13-6/30/14 | \$1538 |

*Outside district employee

SPECIAL ACTION AGENDA

February 11, 2014

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. APPOINTMENTS—CERTIFICATED

(e) Homebound-Tutor

RECOMMENDATION:

It is recommended that Traun Brodhead be approved as a homebound tutor for students needing instruction during the 2013-2014 school year. Hourly rate for homebound is \$41.03 and charged against budget code 11-150-100-101-71-0101.

ITEM 4. APPOINTMENTS—NON-CERTIFICATED

(a) Regular

RECOMMENDATION:

It is recommended that the persons listed be appointed to the positions indicated in accord with the data presented.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Hourly Rate/Salary</u> |
|----------------------|---|---|---------------------------|
| Christopher Puche | Beck-Exceptional Educational Assistant (new position-35 hrs/wk-budget #11-000-217-106-40-0100) | 1/21/14-6/30/14 (revised for start date) | \$10.86 |
| Jennifer Carey | Harte-Educational Assistant (replacing A.Caldas-30 hrs/wk-budget #11-213-100-106-09-0100) | 2/4/14-6/30/14 | \$9.25 |
| Amy Hinkle | Mann-Educational Assistant (replacing L.Boris-30 hrs/wk-budget #11-190-100-106-24-0100) | 2/4/14-6/30/14 | \$9.25 |
| Shelly Hollingsworth | Kilmer/Johnson-Educational Assistant (Reassignment of N. Schopfer- 30hrs/wk-budget#11-190-100-106-12/15-0100) | On or about 2/10/14-6/30/14 | \$9.25 |

SPECIAL ACTION AGENDA

February 11, 2014

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 5. OTHER COMPENSATION-CERTIFICATED

(a) After School Workshops

RECOMMENDATION:

It is recommended that the teachers listed be approved to present after school workshops from 2/4/14 to 5/30/14 at \$53.56/hour not to exceed a grand total of \$6427.20. Monies budgeted from account #20-272-200-101-99-0101

| <u>Name</u> | <u>Name</u> | <u>Name</u> |
|-------------------|---------------------|-----------------------|
| Patrick McHenry | Cindy O'Reilly | Scott Goldthorp |
| Denise Roskey | Jacqueline Thompson | Derrick Owings |
| Paula Pennington | Violeta Katsikis | Waleska Batista-Arias |
| Linda Petz | Karen Russo | Laure Gibson-Parker |
| Lindsay Ciemiengo | | |

Motion Mrs. Horiates Second Mrs. Cohen Vote Ayes - 8 No - 0
Dr. Dickinson - absent

SPECIAL ACTION AGENDA

February 11, 2014

A. CURRICULUM & INSTRUCTION

Board Goals

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

The Superintendent recommends the following:

1. Approval of Attendance at Conferences and Workshops for the 2013-2014 school year

ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2013-2014 SCHOOL YEAR

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

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

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

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

| # | NAME | CONFERENCE | DATE | COST NOT TO EXCEED |
|---|-------------------------------|----------------------------------|---------|---|
| A | Steve Robbins Board Member | PARCC & Beyond, Princeton, NJ | 2/21/14 | \$176.66 Registration/Mileage General Funds |

NOTE: Mr. Robbins will not be putting in for mileage.

Motion Mrs. Matlack Second Mrs. Cohen Vote Ayes - 7 No - 0 - 1*

*Mr. Robbins abstained

Dr. Dickinson - absent

SPECIAL ACTION AGENDA

February 11, 2014

B. BUSINESS AND FACILITIES

Board Goals

- Continue to improve student achievement at all grade levels for all students and close achievement gaps where they exist.
- Create a cost-effective budget that provides for education resources as well as preventive maintenances and ongoing facilities improvement in all schools.
- Enhance communication with and outreach to internal and external stakeholders.
- Enhance relationships with internal stakeholders through effective hiring and retention practices and staff training programs

The Superintendent recommends the following:

1. *Approval of Bill List*

ITEM 1. FINANCIAL REPORTS

APPROVAL OF BILL LIST

It is recommended that the Bill List dated February 11, 2014 in the amount of \$1,216,198.44 be approved as submitted.

Motion: Mr. Roth Second: Mr. Klukoff Vote: Ayes - 8 No - 0
Dr. Dickinson – absent

EXCEPTION:

Item #1 - Approval of Bill List (NJ American Water Co.)

Motion: Mr. Roth Second: Mr. Klukoff Vote: Ayes - 7 No - 0 – 1*

*Mr. Robbins abstained due to a conflict of interest with NJ American Water Co.

Dr. Dickinson - absent

SPECIAL ACTION AGENDA

February 11, 2014

D. POLICIES & LEGISLATION COMMITTEE

Board Goals

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

The Superintendent recommends the following:

1. Resolution to Approve the Revised 2013-2014 Calendar
2. Resolution to Affirm HIB Decision

ITEM 1. RESOLUTION TO APPROVE THE REVISED 2013-2014 DISTRICT CALENDAR

Resolved, upon the recommendation of the Superintendent of Schools, that the Board of Education adopts the revised 2013-2014 District Calendar as submitted by the Superintendent, with a total of 180 student attendance days, due to the impact of weather conditions.

ITEM 2. RESOLUTION TO AFFIRM HIB DECISION

Resolved, that the Cherry Hill Board of Education approves the written hearing decision in HIB Incident Number 13-14:68, and directs the Superintendent to provide a copy of the decision to the parents of both affected pupils herewith.

Item #1 Motion Mr. Robbins Second Mrs. Cohen Vote Ayes - 7 No - 1*

*Mrs. Horiates voted in the negative.

Dr. Dickinson - absent

Item #2 Motion Mr. Robbins Second Mrs. Cohen Vote Ayes - 8 No - 0

Dr. Dickinson - absent

Board of Education Work Session and Special Action Meeting Minutes
February 11, 2014

Mrs. Judge called the Board Work Session to order from the Special Action meeting.

Presentation:

Ms. Valerie Sadwin gave a presentation to the Board on “*Interpreting School Performance Reports*”.

The proposed Action Agenda for February 25, 2014 which is included as Appendix A was reviewed. The Board agreed to move the items on the agenda.

Mrs. Cohen made and Mr. Goodwin seconded a motion to adjourn at 8:40 P.M.

Respectfully submitted,

James Devereaux
Assistant Superintendent
Business/Board Secretary

memorandum

Date: February 11, 2014

To: Members, Board of Education

From: Dr. Maureen Reusche, Superintendent

AGENDA

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

February 11, 2014 - Malberg Board Room

BOARD OF EDUCATION COMMITTEES

Curriculum & Instruction Committee Members (yellow)

Chairperson: Carol Matlack

Administrative Liaison: Joseph Meloche, LaCoyya Weathington

Committee Members: Eric Goodwin, Steve Robbins

Business & Facilities Committee Members (blue)

Chairperson: Elliott Roth

Administrative Liaison: James Devereaux

Committee Members: Seth Klukoff, Colleen Horiates, J. Barry Dickinson

Negotiations, Human Resources & Litigation Committee Members (pink)

Chairperson: Colleen Horiates

Administrative Liaison: Nancy Adrian

Committee Members: Sherrie Cohen, Kathy Judge, Carol Matlack

Policy & Legislation Committee Members (green)

Chairperson: Steve Robbins – Policy, Eric Goodwin – Legislative

Administrative Liaison: Maureen Reusche

Committee Members: Sherrie Cohen, J. Barry Dickinson

Strategic Planning (buff)

Chairperson: Seth Klukoff

Administrative Liaison: James Devereaux

Committee Members: Kathy Judge, Carol Matlack, Elliott Roth

BOARD WORK SESSION

February 11, 2014

PRESENTATIONS

“Interpreting School Performance Report”.....Dr. J. Meloche and Ms. V. Sadwin

BOARD WORK SESSION

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

NEW BUSINESS

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

BOARD WORK SESSION

February 11, 2014

A. CURRICULUM & INSTRUCTION

Board Goals

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

The Superintendent recommends the following:

1. Approval of Attendance at Conferences and Workshops for the 2013-2014 school year
2. Approval Authorizing a Professional Service Agreement for 2013-2014 school year

ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS FOR THE 2013-2014 SCHOOL YEAR

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

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

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

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

| # | NAME | CONFERENCE | DATE | COST NOT TO EXCEED |
|---|---|-------------------------------|--|---------------------------------------|
| A | Debbie Shumaker Resurrection Catholic | Excel Basics, Cherry Hill, NJ | 6/25/14 <i>(Date change/Previously approved 10/29/13)</i> | \$79.00 Registration NCLB Funds |

BOARD WORK SESSION

February 11, 2014

A. CURRICULUM & INSTRUCTION

**ITEM 1. APPROVAL OF ATTENDANCE AT CONFERENCES AND WORKSHOPS
FOR THE 2013-2014 SCHOOL YEAR -continued**

| # | NAME | CONFERENCE | DATE | COST NOT TO EXCEED |
|---|-----------------------------------|---|---|---|
| B | Edward Klitz Cooper | Family Friendly Statewide Meeting, Trenton, NJ | 3/5/14 | \$26.42 Mileage/Parking General Funds |
| C | Laura Harmon Stockton | Organization of American Kodaly Educators 2014 National Conference, Atlanta, Georgia | 3/19-23/14 | \$265.00 Registration General Funds |
| D | Tom Carter Central | GPA-NJ Purchasing Conference, Atlantic City, NJ | 4/9-11, 2014 | \$541.40 Registration/Mileage/ Parking/Tolls |
| E | Toni Tomei Barclay | CEC Convention, Philadelphia, PA | 4/9-12, 2014 (Date change, previously approved 1/28/14) | \$563.00 Nonmember Registration General Funds |
| F | Joanne Merriman Miller West | CEC Convention, Philadelphia, PA | 4/9-12, 2014 (Date change, previously approved 1/28/14) | \$404.80 Member Registration/ Travel General Funds |
| G | Leanne Bernosky Barclay | CEC Convention, Philadelphia, PA | 4/9-12, 2014 (Date change, previously approved 1/28/14) | \$408.00 Member Registration/ Travel General Funds |

BOARD WORK SESSION

February 11, 2014

A. CURRICULUM & INSTRUCTION

ITEM 2. APPROVAL AUTHORIZING A PROFESSIONAL SERVICE AGREEMENT FOR 2013-2014 SCHOOL YEAR

BE IT RESOLVED by the Cherry Hill Board of Education, upon the recommendation of the Superintendent of Schools, that the Board hereby approves the following private provider to perform such consultations and services as are determined necessary and prudent by the Director of Curriculum for the 2013-2014 school year;

Zaner Bloser

To provide In-service Six Traits - Support Implementation
upon the Common core Curriculum across content areas

Dates: On or about March 28, 2014

Amount not to exceed \$2,700

20-232-200-500-60-0000 (\$2,500.00)

20-242-200-300-99-0000 (\$200.00)

P.O. #14-05755

BOARD WORK SESSION

February 11, 2014

B. BUSINESS AND FACILITIES

Board Goals

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

The Superintendent recommends the following:

1. Financial Reports
2. Resolutions
3. Resolution for the Award of Transportation
4. Approval Of Contract for Voice, Data and Internet Services
5. Acceptance of Donations

ITEM 1. FINANCIAL REPORTS

- a) BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR DECEMBER 2013
- b) LINE ITEM TRANSFER REPORTS FOR THE MONTH OF DECEMBER 2013
- c) FOOD SERVICE OPERATING STATEMENT FOR DECEMBER 2013
- d) SACC FINANCIAL REPORT FOR DECEMBER 2013
- e) DISBURSEMENT OF FUNDS
- f) APPROVAL OF BILL LIST

ITEM 2. RESOLUTIONS

- a) RESOLUTION AUTHORIZING THE USE OF AWARDED VENDORS THROUGH CAMDEN COUNTY COOPERATIVE PRICING SYSTEM

ITEM 3. RESOLUTION FOR THE AWARD OF TRANSPORTATION

- a) ROUTE #Q-DCF2 – DCF REGIONAL DAY SCHOOL, CHERRY HILL, NJ

ITEM 4. APPROVAL OF CONTRACT FOR VOICE, DATA AND INTERNET SERVICES

ITEM 5. ACCEPTANCE OF DONATIONS

BOARD WORK SESSION

February 11, 2014

B. BUSINESS AND FACILITIES

The Superintendent recommends the following:

ITEM 1. FINANCIAL REPORTS

a) **BOARD SECRETARY'S CERTIFICATION AND TREASURER'S REPORT FOR DECEMBER 2013**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of December 31, 2013 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Cherry Hill Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Cherry Hill Board of Education certifies that as of December 31, 2013 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

b) **LINE ITEM TRANSFER REPORTS FOR THE MONTH OF DECEMBER 2013**

It is recommended that the 2013/2014 Budget be revised by the transfer of funds between line items as listed on the monthly transfer report. (Systems 3000 transfer report).

c) **FOOD SERVICE OPERATING STATEMENT FOR DECEMBER 2013**

It is recommended that the Operating Statement for Cherry Hill Food Services for the months ending December 2013 be accepted as submitted.

d) **SACC FINANCIAL REPORT FOR DECEMBER 2013**

It is recommended that the Financial Report for the Cherry Hill School Age Child Care Program for the months of December 2013 be accepted as submitted.

BOARD WORK SESSION
February 11, 2014

B. BUSINESS AND FACILITIES

ITEM 1. FINANCIAL REPORTS

e) DISBURSEMENT OF FUNDS

| <u>FUND</u> | <u>AMOUNT</u> | <u>REPORT DATED</u> |
|----------------|---------------|---------------------|
| Payroll & FICA | \$ | Payroll Date: |
| SACC | \$ | thru |
| Food Service | \$ | |
| Grand Total | \$ | |

f) APPROVAL OF BILL LIST

It is recommended that the 1st Bill List dated _____ in the amount of \$ _____ ; and the 2nd Bill List dated _____ in the amount of \$ _____ be approved as submitted.

BOARD WORK SESSION

February 11, 2014

B. BUSINESS AND FACILITIES

ITEM 2. RESOLUTIONS

- a) **RESOLUTION AUTHORIZING THE USE OF AWARDED VENDORS THROUGH CAMDEN COUNTY COOPERATIVE PRICING SYSTEM**

WHEREAS, the State of New Jersey has encouraged school districts to cooperatively purchase supplies and/or services; and

WHEREAS, Camden County Cooperative Pricing System provides a list of vendors who have been awarded bids through their open bid process; and

WHEREAS, the Cherry Hill Board of Education in an effort to save taxpayers money through efficient and cost effective purchasing has entered into an agreement with the Camden County Cooperative Pricing System to participate in the cooperative bids for supplies and services;

NOW, THEREFORE, BE IT RESOLVED that the Cherry Hill Board of Education approve the following vendor that has been awarded a first renewal on Bid #A41/2013 through the Camden County Cooperative Pricing System, said bid expires January 31, 2016.

OFFICE SUPPLIES – BID #A41/2013

Office Basics, Boothwyn, PA

ITEM 3. RESOLUTION FOR THE AWARD OF TRANSPORTATION

- a) **ROUTE #Q-DCF2 – DCF REGIONAL DAY SCHOOL, CHERRY HILL, NJ**

INFORMATION TO BE READY PENDING PURCHASE ORDER.

ITEM 4. APPROVAL OF CONTRACT FOR VOICE, DATA AND INTERNET SERVICES

INFORMATION TO BE READY FOR ACTION PENDING REVIEW.

BOARD WORK SESSION

February 11, 2014

B. BUSINESS AND FACILITIES

ITEM 5. ACCEPTANCE OF DONATIONS

| <u>SCHOOL</u> | <u>DONATION</u> | <u>GROUP OFFERING DONATION</u> | <u>VALUE</u> |
|--|---|-----------------------------------|--|
| District Mt Misery Program | Monetary to support the Mt. Misery Program | Cherry Hill Education Foundation* | \$1,721.72 |
| Various Schools – recipient schools chosen by Bob’s Discount Furniture | Monetary to Barton, Cooper, Beck, Carusi, East. | Bob’s Discount Furniture | \$2,350 per school – total of \$11,750 |
| East HS | Monetary for Poetry Workshop/Residence Program | East PTA | \$750.00 |
| | | | |
| *Unexpended funds will be returned to Cherry Hill Education Foundation | | | |

BOARD WORK SESSION

February 11, 2014

C. HUMAN RESOURCES/NEGOTIATIONS

Board Goals

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

The Superintendent recommends the following:

1. Appointments—Certificated
2. Leaves of Absence—Certificated
3. Leave of Absence—Non-Certificated
4. Assignment/Salary Change—Certificated
5. Other Compensation—Certificated
6. Revised Job Description

ITEM 1. APPOINTMENTS—CERTIFICATED

(a) Regular

RECOMMENDATION:

It is recommended that the persons listed be appointed to the positions indicated in accord with the data presented.

| <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> | <u>Hourly Rate/Salary</u> |
|----------------|---|--|---|
| Arielle Caldas | Barton-Grade 5 (Replacement substitute for J. James on leave of absence-budget #11-120-100-101-03-0100) | 5/02/14-6/30/14 (contract extended) | \$48,377 prorated (Bachelors-step 1) |

(b) Student Teaching

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 Dates</u> | <u>Cooperating Teacher/School</u> |
|-------------------|---------------------------|------------------------|-----------------------------------|
| Amanda Borodovsky | Rutgers | 1/31/14-5/09/14 | Carmela Griffio/Beck |

BOARD WORK SESSION

February 11, 2014

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 1. APPOINTMENTS—CERTIFICATED – continued

(c) Mentor Teachers

RECOMMENDATION:

It is recommended that the teachers listed be approved as mentors in accord with the data presented. Monies budgeted from account #'s 11-120-100-101-98-0102/#11-130-100-101-98-0102/#11-140-100-101-98-0102.

| <u>Name</u> | <u>Protégé</u> | <u>School</u> | <u>Amount</u> | <u>Effective Dates</u> |
|-----------------------|---------------------|---------------|-----------------|--|
| Elisabeth Keeley-Cain | Paul Forte | CHHS East | \$ 550 prorated | 1/02/14-6/30/14 |
| Christine Mays | Kimberlee Lipinski | Johnson | \$1000 prorated | 1/31/14-6/30/14 |
| Jennifer Taylor | Arielle Caldas | Barton | \$ 550 prorated | 1/23/14-6/30/14 |
| Nicole Overbey | Lauren Routhenstein | Harte | \$ 550 prorated | 2/01/14-6/30/14 (contract extended) |
| Kara LaGamba | Reshma George | Woodcrest | \$ 550 prorated | 2/07/14-5/28/14 |
| Susan Young | Kathleen Pacione | Rosa | \$ 550 prorated | 1/27/14-4/08/14 |
| Jennifer Aristone | Sarah Musuta | Rosa | \$ 550 prorated | 1/30/14-6/30/14 |
| Linda Petterson | Erica Marshall | Knight | \$ 550 prorated | 5/07/14-6/30/14 (contract extended) |

(d) Nursing Practicum

RECOMMENDATION:

It is recommended that the person listed, student at Rutgers School of Nursing be approved for a nursing practicum in accord with the data presented.

| <u>Name</u> | <u>Cooperating Nurse/School</u> | <u>Effective Date</u> |
|---------------|--|-----------------------|
| Eleni Wurster | Cheryl Osnayo/CHHS East (revised for school) | 4/08/14-4/09/14 |

BOARD WORK SESSION

February 11, 2014

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 1. APPOINTMENTS—CERTIFICATED – continued

(e) Psychology Practicum

RECOMMENDATION:

It is recommended that Nicole Napowanetz, student at Rowan University be approved for a practicum in school psychology effective 2/12/14-5/06/14 with Theresa Molony, Kilmer Elementary School as the cooperating psychologist.

(f) Practicum Placement

RECOMMENDATION:

It is recommended that the persons listed, who are students at Wilmington University be approved for a practicum in accord with the data presented.

| <u>Name</u> | <u>Effective Date</u> | <u>Cooperating Teacher/School</u> |
|----------------|-----------------------|-----------------------------------|
| Melissa Herder | 3/10/14-5/02/14 | Deborah Jacobs/Barton |
| Kevin Leamy | 2/02/14-5/02/14 | Jennifer Taylor/Barton |

(g) Field Experience

RECOMMENDATION:

It is recommended that the persons listed be approved for a field experience according with the data presented.

| <u>Name</u> | <u>College/University</u> | <u>Effective Dates</u> | <u>Cooperating Teacher/School</u> |
|-----------------|---------------------------|------------------------|--|
| Naveen Khan | Camden County | 2/26/14-5/01/14 | Cynthia Fortescue/Valerie Furlong-Cooper |
| Teresa Pugliese | Camden County | 2/26/14-5/01/14 | Mary D' Alessandro/Sharp |
| Megan Webster | Camden County | 2/26/14-5/01/14 | Diana Polito/Barclay |

BOARD WORK SESSION

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C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 2. 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> |
|-------------------------|----------------------------|--|
| Kelly O'Neill | CHHS East-Math | Leave with pay 12/20/13-3/20/14; without pay 3/21/14-6/30/14 |
| Lee Ann Halbert | Mann-Nurse | Leave with pay 1/02/14-2/14/14 |
| Elizabeth Nieradka | Carusi-Language Arts | Leave with pay 3/31/14-5/16/14; without pay 5/19/14-6/30/14 |
| Heather Concannon | Stockton-Special Education | Leave with pay 1/21/14-1/27/14 |
| Joanna Browne | Carusi-Special Education | Leave with pay 2/04/14-3/17/14; without pay 3/18/14-5/05/14 |
| Marcella Nazzario-Clark | Kilmer-Teacher Coach | Leave with pay 1/09/14-1/16/14 |
| Jennifer Woolston | CHHS West-Social Studies | Leave without pay 1/30/14-3/25/14 (revised for dates) |
| Rachel Israelite | Rosa-Language Arts | Leave with pay 1/23/14-2/03/14; without pay 2/04/14-6/30/14 (revised for dates) |
| Scott Graser | Rosa-Music | Leave with pay 12/11/13-2/07/14 |
| Janet Boecklen | Stockton-Special Education | Leave without pay 1/27/14-5/02/14 (leave extended) |
| Melissa Lampman | CHHS East-Math | Leave with pay 12/23/13-2/20/14; without pay 2/21/14-6/30/14 (revised for dates) |
| Colleen Atchinson | Knight-Grade 2 | Leave without pay 4/07/14-6/30/14 (revised for dates) |
| Mary Funaro | CHHS West-Media Specialist | Leave with pay 12/16/13-12/20/13 |
| Gabriela Mandescu | CHHS East/Beck-Music | Leave with pay 4/3/14-4/30/14 |
| Brianna Morris | Cooper-Special Education | Leave with pay 1/30/14-2/7/14 |

BOARD WORK SESSION

February 11, 2014

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 3. LEAVES OF ABSENCE—NON-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> |
|----------------------|------------------------------------|--|
| Borka Bijader | CHHS East-Cleaner | Leave without pay 2/01/14-3/20/14 |
| Roberta Gentes | Stockton-Program Aide, SACC | Leave without pay 11/26/13-4/04/14 |
| Linda Petterson | Mann-Educational Assistant | Leave without pay 12/06/13-1/20/14 |
| Michelle Derer | Kingston-Educational Assistant | Leave with pay 2/03/14-2/03/14; without pay 2/04/14-2/07/14 |
| Tonette McDonough | CHHS West-Secretary | Leave with pay 12/09/13-12/17/13 |
| Mary McKenzie | CHHS West-Secretary | Leave without pay 1/21/14-1/30/14 |
| Antoinette Broome | Malberg-Transportation Facilitator | Leave with pay 12/06/13-12/16/13 |
| Dolores Sattin | Stockton-Educational Assistant | Leave with pay 1/17/14-1/24/14 |

BOARD WORK SESSION

February 11, 2014

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 4. ASSIGNMENT/SALARY CHANGE—CERTIFICATED

(a) Salary Adjustment—Credits Earned

RECOMMENDATION:

It is recommended that the persons listed be approved for a prorated salary adjustment for credits earned effective 2/01/14-6/30/14.

| <u>Name</u> | <u>School</u> | <u>From</u> <u>Column</u> | <u>Step</u> | <u>Salary</u> | <u>To</u> <u>Column</u> | <u>Step</u> | <u>Salary</u> |
|---------------------|-----------------|------------------------------|-------------|---------------|----------------------------|-------------|---------------|
| Denise Augustyn | Carusi | E | 12 | \$ 62,950 | F | 12 | \$ 64,781 |
| Leanne Bernosky | Barclay | E | 17 | \$106,886 | F | 17 | \$108,900 |
| Kevin Brake | Carusi | E | 4 | \$ 53,108 | F | 4 | \$ 54,939 |
| Caroline Buscher | Barton | E | 17 | \$ 97,169 | F | 17 | \$ 99,000 |
| Joseph Davidson | Carusi | E | 3 | \$ 52,898 | F | 3 | \$ 54,729 |
| Melina Espaillat | Knight | D | 6 | \$ 52,536 | E | 6 | \$ 54,368 |
| Heather Esposito | CHHS West | D | 13 | \$ 66,154 | E | 13 | \$ 67,986 |
| Susan Fox | CHHS East | C | 2 | \$ 49,722 | E | 2 | \$ 52,698 |
| Valerie Furlong | Cooper/Stockton | F | 17 | \$ 99,000 | G | 17 | \$101,060 |
| Michele Jastrzembki | CHHS West | C | 3 | \$ 49,922 | D | 3 | \$ 51,066 |
| Kristina Kowalski | Paine | D | 5 | \$ 51,849 | E | 5 | \$ 53,681 |
| Jennifer McCarron | CHHS West | B | 13 | \$ 63,865 | C | 13 | \$ 65,010 |
| Donna Polito | Barclay | C | 9 | \$ 54,023 | D | 9 | \$ 55,167 |
| Cynthia Snowden | CHHS West | F | 15 | \$ 81,490 | G | 15 | \$ 83,550 |
| Elizabeth Wegoye | Rosa | C | 2 | \$ 49,722 | E | 2 | \$ 52,698 |

BOARD WORK SESSION

February 11, 2014

C. HUMAN RESOURCES/NEGOTIATIONS

ITEM 5. OTHER COMPENSATION—CERTIFICATED

(a) Parent Son/Daughter Human Growth And Development

RECOMMENDATION:

It is recommended that the staff members listed be paid the sum of \$35.00 for conducting a Parent Son/Daughter Program in an elementary school in conjunction with the course on Human Development:

| <u>Name</u> | <u>School</u> | <u>Date</u> |
|------------------|---|-------------|
| Lee Ann Keesal | Johnson (budget #11-120-100-101-12-0101) | 5/20/14 |
| John Lauk | Johnson (budget #11-120-100-101-12-0101) | 5/20/14 |
| Lee-Ann Halbert | Mann (budget #11-120-100-10-24-0101) | 3/13/14 |
| Timothy Dempster | Mann (budget #11-120-100-101-24-0101) | 4/03/14 |

(b) Payment to Presenters

RECOMMENDATION:

It is recommended that the persons listed be approved to present after school workshops effective 2/03/14-5/30/14 at the rate of \$53.56/hr (not to exceed a total of \$6427.20). Monies budgeted from account #20-272-200-101-99-0101.

| <u>Name</u> | <u>Name</u> | <u>Name</u> |
|----------------------|---------------------|-----------------------|
| Patrick McHenry | Cynthia O'Reilly | Scott Goldthorp |
| Denise Roskey | Jacqueline Thompson | Derrick Owings |
| Paula Pennington | Violeta Katsikis | Waleska Batista-Arias |
| Laurie Gibson Parker | Linda Petz | Karen Russo |
| Lindsay Ciemiengo | | |

ITEM 6. REVISED JOB DESCRIPTION

RECOMMENDATION:

It is recommended that the job description listed be revised as presented effective 2/25/14.

- Director of Curriculum

BOARD WORK SESSION

February 11, 2014

D. POLICIES & LEGISLATION COMMITTEE

Board Goals

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

The Superintendent recommends the following:

1. First Reading of Policy
2. Waiver of Procedure F-3: Secondary Field Trips
3. Approval of Harassment/Intimidation/Bullying Investigation Decisions

ITEM 1. FIRST READING OF POLICY

- Draft Policy 5141.1: Accidents
- Draft Policy 5141.2: Illness

RECOMMENDATION:

It is recommended that the policies be approved for first reading as submitted.

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

RECOMMENDATION:

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

| School | Trip | Location | Dates | # School Days Missed |
|------------------------------|------------------------------|---------------------|---------------|-----------------------------|
| Cherry Hill High School West | North America Music Festival | Virginia Beach, Va. | May 1-4, 2014 | 2 |

BOARD WORK SESSION

February 11, 2014

D. POLICIES & LEGISLATION COMMITTEE

**ITEM 3. APPROVAL OF HARASSMENT/INTIMIDATION/BULLYING
INVESTIGATION DECISIONS**

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

| <u>Incident Report No.</u> | <u>Board Determination</u> | | <u>Incident Report No.</u> | <u>Board Determination</u> |
|----------------------------|----------------------------|--|----------------------------|----------------------------|
| 13-14:88 | | | 13-14:97 | |
| 13-14:89 | | | 13-14:98 | |
| 13-14:90 | | | 13-14:99 | |
| 13-14:91 | | | 13-14:100 | |
| 13-14:92 | | | 13-14:101 | |
| 13-14:93 | | | 13-14:102 | |
| 13-14:94 | | | 13-14:103 | |
| 13-14:95 | | | 13-14:104 | |
| 13-14:96 | | | 13-14:105 | |

BOARD WORK SESSION

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E. STRATEGIC PLANNING

Board Goals

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

NO ITEMS