

CHERRY HILL PUBLIC SCHOOLS  
Cherry Hill, New Jersey

REGULAR MEETING MINUTES

November 26, 2013

The regular monthly meeting of the Cherry Hill Township Board of Education was held in Malberg Administration Bldg., 45 Ranoldo Terrace, Cherry Hill, New Jersey on November 26, 2013.

The meeting was called to order by Mrs. Judge at 6:42 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 November 21, 2013.
- (B) TRANSMITTED NOTICE TO THE COURIER POST AND THE PHILADELPHIA INQUIRER ON November 21, 2013.
- (C) TRANSMITTED NOTICE TO THE CLERK OF CHERRY HILL TOWNSHIP ON November 21, 2013.

A roll call recorded the following Board Members as present:

Mrs. Sherrie L. Cohen	Mr. Seth Klukoff
Dr. J. Barry Dickinson	Mrs. Carol A. Matlack
Mr. Eric Goodwin	Mr. Steven Robbins
Mrs. Colleen Horiates	Mr. Elliott Roth
	Mrs. Kathy Judge

Student Representatives:  
Valerie Wilson, H.S. West Alternate

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

Mrs. Judge led the Pledge of Allegiance.

Regular Meeting Minutes  
November 26, 2013

Mrs. Judge read the following notice in accordance with the Open Public Meetings Act.

RESOLVED, PURSUANT TO THE PUBLIC MEETINGS ACT THAT THE BOARD MEETS IN CLOSED SESSION AT THIS TIME TO DISCUSS CONFIDENTIAL MATTERS PERTAINING TO HUMAN RESOURCES, STUDENT MATTERS, AND ATTORNEY-CLIENT PRIVILEGE. 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 Regular Meeting to order in public session from the Executive Session at 7:10 P.M.

Mrs. Judge congratulated the three incumbent members; Mrs. Sherrie Cohen, Mr. Steven Robbins, and Mr. Elliott Roth who were elected on November 5, 2013 and thanked them for serving the community for another three years.

Mrs. Cohen made and Mr. Klukoff seconded a motion to approve the Minutes of the Regular Meeting dated, October 29, 2013 and the Board Work Session and Special Meeting dated, October 8, 2013. Executive Session Meetings dated October 8, 2013 and October 29, 2013.

Ayes - 9      No - 0

EXCEPTION:

October 29, 2013 Regular Meeting and Executive Session      Ayes - 6      No - 0 - 3\*  
\*Mr. Goodwin, Mrs. Horiates, and Mr. Robbins abstained.

The following Board reports were made:

Mrs. Matlack updated the board on the Delegates Assembly held on November 16, 2013 on the following items of interest:

- NJSBA elected Jason A. Jones as their new Vice President for Legislation and Resolutions
- Report on the Study of Impact of the salary cap on two school administrators
- Ad Hoc Committee for NJSBA Governance had been charged with reviewing the Board of Directors structure and to recommend changes to the by-laws

Regular Meeting Minutes  
November 26, 2013

Presentations:

The Cherry Hill Rotary, along with the Cherry Hill Education Foundation, donated dictionaries to the third graders of the Cherry Hill Public Schools. Eleanor Stofman, CHEF President and Bob Downie, Rotary President presented dictionaries to three Johnson elementary third graders, who accepted on behalf of their fellow classmates.

Audit

Mr. D. Gannon presented the 2012 -2013 audit. Copies of the Summary of the Audit Report were made available to the public immediately before the meeting. (attached)

The Alternate Student Representative from H.S. West reported on the activities and events at H.S. West.

Public Discussion:

1. President of Cherry Hill Education Association stated that on the Curriculum and Instruction Agenda Item #3 Approval of Agreements for 2013-2014 School Year (first name) should not be listed in this Special Services section.
2. A speaker posed several questions to the board on Policy 5117 School Attendance Areas.

Superintendent's Comments

1. Dr. Reusche stated that the H.S. West/East football game will be rescheduled, if needed, due to inclement weather.
2. The Alternative H.S. Thanksgiving Luncheon along with a canned food drive held this afternoon was very successful.

Mrs. Judge called the meeting to order from the recess for public discussion for the purpose of considering and voting on the items presented in the Action Agenda which is incorporated as part of the minutes on pages 4 through 42 which follow:

**ACTION AGENDA**  
**November 26, 2013**

**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 the Nursing Services Plan for the 2013-2014 school year
2. Approval of Renewal Agreement with Rubicon Atlas
3. Approval of Agreements for the 2013-2014 school year
4. Approval of Attendance at Conferences and Workshops for the 2013-2014 school year
5. Approval of Out of District Placements for the 2013-2014 school year
6. Approval of Contracts for the 2013-2014 school year
7. Approval Authorizing a Professional Services Agreement
8. Approval Authorizing a Professional Services Agreement – Cultural Competence

**ITEM 1. APPROVAL OF THE NURSING SERVICES PLAN FOR THE 2013-2014 SCHOOL YEAR**

It is requested that the proposal for the Nursing Services Plan for the 2013-2014 school year be approved by the Board of Education as discussed at the C&I Committee Meeting on November 4, 2013.

**ITEM 2. APPROVAL OF RENEWAL AGREEMENT WITH RUBICON ATLAS**

It is recommended that the Board approve the renewal agreement with Rubicon Atlas (Curriculum Mapping Software) for the period from December 1, 2013 to November 30, 2014 at a cost not to exceed \$30,000.00. The agreement is on file in the Office of Curriculum and Instruction.

P.O. #14-04293

**Resolution #45-11'13**

**ITEM 3. APPROVAL OF AGREEMENTS FOR 2013-2014 SCHOOL YEAR**

WHEREAS, the Cherry Hill Board of Education (the “Board”) has a legal responsibility to conduct various evaluations of students with suspected and confirmed disabilities, including independent and initial evaluations of such students, and to from time to time obtain consultation services and to provide direct professional services to said students; and

**ACTION AGENDA**  
**November 26, 2013**

**A. CURRICULUM & INSTRUCTION**

**ITEM 3. APPROVAL OF AGREEMENTS FOR 2013-2014 SCHOOL YEAR-continued**

WHEREAS, such evaluations, consultations and services must be conducted by appropriately licensed and certified professionals and in accordance with the strictures of N.J.A.C. 6A:14-3.4 and N.J.A.C. 6A:14-2.5, and therefore are considered professional services pursuant to N.J.S.A. 18A:18A-5; and

WHEREAS the Special Education Department has compiled a list of private providers, qualified to perform such evaluations, consultations and services; and

WHEREAS, the total amount to be paid to any one vendor on such list shall not exceed the sum of \$17,500.00 for the current school year;

NOW, THEREFORE, BE IT RESOLVED by the Cherry Hill Board of Education, that the Board hereby approves the appended list of Approved Private Providers to perform such evaluations, consultations and services as are determined necessary and prudent by the Assistant Superintendent for Curriculum & Instruction for the 2013-2014 school year; and be it

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)*.

Katherine Martin

To provide Psychological Evaluations for the 2013-2014 school year

Original amount approved \$3,000 – July 23, 2013

Increase by \$1,000

Total amount not to exceed \$4,000

11-000-219-320-71-0001

PO #14-01867

Princeton Healthcare

To provide Related Services for the 2013-2014 school year

Amount not to exceed \$12,000

11-000-216-320-71-0001

PO #14-04747

**Resolution #46-11'13**

**ACTION AGENDA**  
**November 26, 2013**

**A. CURRICULUM & INSTRUCTION**

**ITEM 4. 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	George Zografos Rosa	IB-MYP Coordinator Regional Workshop, New Orleans, LA	12/13-16, 2013	\$1619.10 Registration/Air/ Lodging/Tolls/Parking/ Meals General Funds
B	Danielle DiRenzo Carusi/West	Maximize Word Study Strategies to Develop Strong Readers & Writers, Philadelphia, PA	12/13/13	\$244.04 Registration/Tolls/ Mileage Title II Funds
C	Marisa Feeley East/Beck	Maximize Word Study Strategies to Develop Strong Readers & Writers, Philadelphia, PA	12/13/13	\$244.04 Registration/Tolls/ Mileage Title II Funds
D	Lisa Seward Johnson/Paine	"Word Study" Strategies to Develop Strong Readers & Writers,	12/13/13	\$244.04 Registration/Tolls/ Mileage Title II Funds

**ACTION AGENDA**  
**November 26, 2013**

**A. CURRICULUM & INSTRUCTION**

**ITEM 5. APPROVAL OF OUT OF DISTRICT STUDENT PLACEMENTS**

It is requested that the following out of district tuition contracts be submitted to the Board of Education for approval for the 2013-14 school year during the November, 2013 cycle. There are 2 students, one is a new placement, one is for additional services.

VENDOR	ID	TERM	TUITION	RSY AIDE	Extra	AMOUNT
Garfield Academy	3014812	10/25/13-6/30/14	\$37,008			\$37,008
Durand Academy**	3004693	10/29/13-6/14/14			\$10,150	\$10,150

**\*\*Increased by \$10,150 for extra services. Previously Board approved on September 24, 2013.**

**Resolution #47-11'13**

**ITEM 6. APPROVAL OF CONTRACTS FOR 2013-2014 SCHOOL YEAR**

It is requested that the following Services Contract with NJ Commission for the Blind and Visually Impaired be submitted to the Board of Education for approval for the 2013-2014 academic school year during the November 2013 cycle.

SCHOOL	I.D.	SERVICE LEVEL	COST	DATES
Larc	2011691	1	\$ 1,750	9/1/2013-6/30/2014

P. O. # 14-00148  
Increase Total - \$1,750.00

**Resolution #48-11'13**

**ACTION AGENDA**  
**November 26, 2013**

**A. CURRICULUM & INSTRUCTION**

**ITEM 7. RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT**

**BAYADA NURSES, INC, TO PROVIDE NURSING SERVICES**

WHEREAS, effective July 1, 2013, the Board awarded a professional services contract to Bayada Nurses, Inc. (“Bayada”) for the period July 1, 2013 to June 30, 2014 with a maximum expenditure for Bayada’s services of \$125,000;

WHEREAS, the Board, pursuant to its authority under N.J.S.A. 8A:18A-5(a) (1) may negotiate and award a contract for professional services without the necessity of public advertising for bids and bidding therefore;

WHEREAS, the Board’s Administration has determined that it is necessary to increase the total “not to exceed” amount required to provide essential nursing services for the period July 1, 2013 to June 30, 2014 by \$110,000, to a total amount of \$235,000; and

WHEREAS, Bayada has agreed to the above change in the maximum contract amount;

NOW, THEREFORE, BE IT RESOLVED, that the Cherry Hill Board of Education hereby rescinds its May 28, 2013 resolution approving a contract with Bayada with a “not to exceed” amount of \$125,000 and hereby approves a professional services contract between the Board and Bayada for the term of July 1, 2013 through June 30, 2014, for a total amount not to exceed Two Hundred and Thirty-Five Thousand Dollars (\$235,000) for nursing services and transportation as needed; and be it

FURTHER RESOLVED, that the Board authorizes its President and Secretary to execute a professional services contract with Bayada upon final approval of the form of contract by the Board Solicitor; and be it

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-5(a)* (1).

Account 11-000-217-320-71-0001  
P.O. #14-00292 – original amount \$125,000  
Increase by \$110,000  
Total amount not to exceed \$235,000

**Resolution #49-11’13**



**ACTION AGENDA**  
**November 26, 2013**

**A. CURRICULUM & INSTRUCTION**

**ITEM 8. APPROVAL AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT FOR 2013-2014 SCHOOL YEAR (Cultural Competence)**

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 Assistant Superintendent for Curriculum & Instruction for the 2013-2014 school year;

Barbara Williams  
Provide consulting services in the area of Cultural Competence  
October 2013-June 2014  
Amount not to exceed (\$10,000)  
11-000-223-320-66-0001  
P.O. #14-04680

**Resolution #50-11'13**

Motion Mrs. Cohen Second Mr. Goodwin Vote Ayes - 9 No - 0

**ACTION AGENDA**  
**November 26, 2013**

**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 Bids
4. Resolution for the Award of Transportation
5. Approval of License Agreement for the Liacouras Center – Graduation H.S. East, June 17, 2014
6. Approval of License Agreement for the Liacouras Center – Graduation H.S. West, June 17, 2014
7. Resolution to Accept Audit Report
8. Resolution to Accept Corrective Action Plan for 2012-2013 Audit
9. Acceptance of Donations

**ITEM 1. FINANCIAL REPORTS**

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

**ITEM 2. RESOLUTIONS**

- a) AUTHORIZATION OF CHERRY HILL KATZ JCC CONTRACT
- b) RATIFICATION OF BOYS & GIRLS CLUB OF CAMDEN COUNTY CONTRACT
- c) RESOLUTION AUTHORIZING THE USE OF AWARDED VENDORS THROUGH EDUCATIONAL DATA SERVICES

**ITEM 3. RESOLUTION FOR THE AWARD OF BIDS**

- a) #JPAPR-110113 – JANITORIAL PAPER PRODUCTS (11-1-13)
- b) #SNPLW-111313 – SNOW PLOWING DISTRICT WIDE (11-13-13)
- c) #WMSAT-111913 ATHLETIC TRANSPORTATION – 2013/2014 SCHOOL YEAR – THREE MIDDLE SCHOOLS (11-19-13)

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

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

- a) ROUTE #2515 – MONMOUTH-OCEAN EDUCATION SERVICES COMMISSION – JOINTURE
- b) ROUTE #CHW-X – HIGH SCHOOL WEST – SHUTTLE
- c) ROUTE #F01- MOORESTOWN HIGH SCHOOL – JOINTURE
- d) ROUTE #NH-X – NEW HOPE ACADEMY, YARDLEY, PA - SHUTTLE
- e) ROUTE #Q-AH – ALTERNATIVE HIGH SCHOOL
- f) ROUTE #QEW-6 – HIGH SCHOOL EAST
- g) ROUTE #Q-LP – THOMAS PAINE ELEMENTARY SCHOOL – MCKINNEY-VENTO
- h) ROUTE #VM-X – VOORHEES MIDDLE SCHOOL, VOORHEES, NJ – MCKINNEY-VENTO - SHUTTLE
- i) ROUTE #VM-X2 – VOORHEES MIDDLE SCHOOL, VOORHEES, NJ – MCKINNEY-VENTO

**ITEM 5. APPROVAL OF LICENSE AGREEMENT FOR THE LIACOURAS CENTER – GRADUATION H.S. EAST, JUNE 17, 2014**

**ITEM 6. APPROVAL OF LICENSE AGREEMENT FOR THE LIACOURAS CENTER - GRADUATION H.S. WEST, JUNE 17, 2014**

**ITEM 7. RESOLUTION TO ACCEPT AUDIT REPORT**

**ITEM 8. RESOLUTION TO ACCEPT CORRECTIVE ACTION PLAN FOR 2012-2013 AUDIT**

**ITEM 9. ACCEPTANCE OF DONATIONS**

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

*The Superintendent recommends the following:*

**ITEM 1. FINANCIAL REPORTS**

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

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of September 30, 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 September 30, 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 SEPTEMBER 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 SEPTEMBER 2013**

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

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

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

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

**ITEM 1. FINANCIAL REPORTS**

e) DISBURSEMENT OF FUNDS

<u>FUND</u>	<u>AMOUNT</u>	<u>REPORT DATED</u>
Payroll & FICA	\$9,384,279.42	Payroll Date: 10/25/2013 & 11/6/2013
SACC	\$31,552.04	10/15/2013 thru 11/18/2013
Food Service	<u>\$329,404.39</u>	11/26/2013
Grand Total	\$9,745,235.85	

f) APPROVAL OF BILL LIST

It is recommended that the Bill List dated November 27, 2013 in the amount of \$3,141,230.73 be approved as submitted.

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

**ITEM 2. RESOLUTIONS**

a) **AUTHORIZATION OF CHERRY HILL KATZ JCC CONTRACT**

It is recommended that the Agreement between the Cherry Hill Board of Education and the Jewish Community Center, Cherry Hill, NJ be approved at a rate of \$100.00 per hour for pool rental, in an amount not to exceed \$16,500.00 in compliance with the specifications and conditions of the agreement dated October 2, 2013 for High School East (PO#14-00222).

Account Code: 11 402 100 590 50 0001

**Resolution#51-11'13**

b) **RATIFICATION OF BOYS & GIRLS CLUB OF CAMDEN COUNTY CONTRACT**

It is recommended that the Agreement between the Cherry Hill Board of Education and the Boys & Girls Club of Camden County be ratified for the period beginning mid-November to the end of February 2014 in the amount of \$4,800.00 for pool rental in compliance with the specifications and conditions of the agreement dated August 8, 2013 for High School West. PO#14-00223

Account Code: 11 402 100 590 55 0001

**Resolution#52-11'13**

c) **RESOLUTION AUTHORIZING THE USE OF AWARDED VENDORS THROUGH EDUCATIONAL DATA SERVICES**

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

WHEREAS, Educational Data Services 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 Educational Data Services 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 who has been awarded a bid through the Educational Data Services, said bid expires on February 28, 2014.

**COPY DUPLICATOR SUPPLIES**

W. B. Mason Co., Inc., Bid #EDS5741

**Resolution#53-11'13**

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

**ITEM 3. RESOLUTION FOR THE AWARD OF BIDS**

a) #JPAPR-110113 – JANITORIAL PAPER PRODUCTS (11-1-13)

**INFORMATION:**

Specifications for the procurement of a vendor to provide two (2) line items of janitorial paper were advertised and solicited with the following results.

<u>BIDDER</u>	<u>TOILET PAPER CASE PRICE</u>	<u>PAPER TOWEL CASE PRICE</u>
United Sales USA Corp., Brooklyn, NY	\$22.00	\$22.50*
Penn Jersey Paper, Philadelphia, PA	26.80	33.48
WB Mason Company, Inc., Brockton, MA	N/B	17.25**

\*Product bid does not fit existing dispensers.

\*\*Vendor is non-responsive.

**RECOMMENDATION:**

It is recommended that two (2) line items from BID #JPAPR-110113 – JANITORIAL PAPER PRODUCTS be awarded as follows based on the lowest responsive and responsible bidder.

<u>BIDDER</u>	<u>TOILET PAPER CASE PRICE</u>	<u>PAPER TOWEL CASE PRICE</u>
Penn Jersey Paper, Philadelphia, PA	\$26.80	\$33.48

Account Code: 11 000 262 610 86 0001

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

**ITEM 3. RESOLUTION FOR THE AWARD OF BIDS**

b) #SNPLW-111313 – SNOW PLOWING DISTRICT WIDE (11-13-13)

**INFORMATION:**

Specifications for the procurement of a primary and secondary vendor to provide contracted snow plow and surface treatment services district wide, on an as needed basis for the 2013/2014 school, were advertised and solicited with the following results.

	Total of averages	
School	<u>Merit</u>	<u>Eaise</u>
Malberg (60)	\$1,112.09	\$1,075.00
Barton (03)	949.64	974.00
Cooper (06)	1,104.45	1,063.64
Harte (09)	603.18	587.27
Johnson (12)	1,005.64	960.00
Kilmer (15)	1,087.36	1,039.09
Kingston (18)	1,145.55	1,093.64
Knight (21)	914.18	891.82
Mann (24)	543.55	537.76
Paine (27)	883.64	836.36
Sharp (30)	791.36	780.91
Stockton (33)	494.45	466.36
Woodcrest (36)	1,050.00	980.91
Beck (40)	1,278.73	1,206.36
Carusi (45)	2,092.73	1,902.27
Rosa (48)	1,546.18	1,485.91
East (50)	4,822.00	3,919.09
West (55)	2,005.45	1,981.82
Barclay (61)	659.27	663.09
Marlkress Road (B&G)	N/B	561.82
<b>TOTAL</b>	<b>\$24,089.45</b>	<b>\$23,007.12</b>



**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

**ITEM 3. RESOLUTION FOR THE AWARD OF BIDS**

b) #SNPLW-111313 – SNOW PLOWING DISTRICT WIDE (11-13-13) continued

**RECOMMENDATION:**

It is recommended that a primary and secondary award for BID #SNPLW-111313 – SNOW PLOWING DISTRICT WIDE be awarded as follows based on the lowest responsive and responsible bidder.

Building	Primary Award	Winning Avg Cost per parking lot	Additional/ Optional cost for clearing walkways
Malberg (60)	Eaise	\$1,075.00	\$904.09
Barton (03)	Merit	949.64	1,394.64
Cooper (06)	Eaise	1,063.64	1,577.27
Harte (09)	Eaise	587.27	1,050.00
Johnson (12)	Eaise	960.00	1,381.82
Kilmer (15)	Eaise	1,039.09	1,275.00
Kingston (18)	Eaise	1,093.64	1,104.55
Knight (21)	Eaise	891.82	811.36
Mann (24)	Merit	543.55	1,052.09
Paine (27)	Eaise	836.36	986.36
Sharp (30)	Eaise	780.91	975.91
Stockton (33)	Eaise	466.36	870.45
Woodcrest (36)	Eaise	980.91	1,002.73
Beck (40)	Eaise	1,206.36	2,150.45
Carusi (45)	Eaise	1,902.27	2,979.09
Rosa (48)	Eaise	1,485.91	1,344.55
East (50)	Eaise	3,919.09	6,190.91
West (55)	Eaise	1,981.82	2,755.45
Barclay (61)	Merit	659.27	971.82
Marlkress Road (B&G)	Eaise	561.82	354.55

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

**ITEM 3. RESOLUTION FOR THE AWARD OF BIDS**

b) #SNPLW-111313 – SNOW PLOWING DISTRICT WIDE (11-13-13) continued

**RECOMMENDATION:**

Building	Secondary Award	Winning Avg Cost per parking lot	Additional/ Optional cost for clearing walkways
Malberg (60)	Merit	\$1,112.09	\$920.55
Barton (03)	Eaise	974.00	1,253.64
Cooper (06)	Merit	1,104.45	1,643.82
Harte (09)	Merit	603.18	1,077.91
Johnson (12)	Merit	1,005.64	1,430.27
Kilmer (15)	Merit	1,087.36	1,339.09
Kingston (18)	Merit	1,145.55	1,125.45
Knight (21)	Merit	914.18	845.18
Mann (24)	Eaise	537.73	1,013.64
Paine (27)	Merit	883.64	1,026.82
Sharp (30)	Merit	791.36	1,003.09
Stockton (33)	Merit	494.45	892.91
Woodcrest (36)	Merit	1,050.00	1,024.36
Beck (40)	Merit	1,278.73	2,297.00
Carusi (45)	Merit	2,092.73	2,794.73
Rosa (48)	Merit	1,546.16	1,382.27
East (50)	Merit	4,822.00	6,240.45
West (55)	Merit	2,005.45	2,799.91
Barclay (61)	Eaise	663.09	967.73
Markkress Road (B&G)	Merit	561.82	354.55

PO #'s 14-00203 and 14-00302  
 Account Code: 11 000 263 420 86 0001  
**Resolution#54-11'13**

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

**ITEM 3. RESOLUTION FOR THE AWARD OF BIDS**

- c) #WMSAT-111913 ATHLETIC TRANSPORTATION – 2013/2014 SCHOOL YEAR – THREE MIDDLE SCHOOLS (11-19-13)

**INFORMATION:**

Specifications for the procurement of a vendor to provide forty-five (45) line items of middle school winter athletic transportation for the 2013/2014 school year were advertised and solicited with the following results.

<u>BIDDER</u>	<u>LINE ITEMS</u>	<u>BID TOTAL</u>
First Student, Inc., Lawnside, NJ	16	\$5,360.00
Safety Bus Service, Inc., Pennsauken, NJ	30	9,225.00
Hillman's Bus Service, Inc., West Berlin, NJ	45	10,992.00*

\*Vendor offered a 10% bulk bid award.

**RECOMMENDATION:**

It is recommended that forty-five (45) line items from BID #WMSAT-111913 ATHLETIC TRANSPORTATION – 2013/2014 SCHOOL YEAR – THREE MIDDLE SCHOOLS be awarded as follows based on the lowest responsive and responsible bidder.

<u>BIDDER</u>	<u>LINE ITEMS</u>	<u>BID TOTAL</u>
Beck Middle School Hillman's Bus Services, Inc., West Berlin, NJ	12	\$2,725.20
Carusi Middle School Hillman's Bus Services, Inc., West Berlin, NJ	14	3,166.20
Rosa Middle School Hillman's Bus Services, Inc., West Berlin, NJ	<u>19</u>	<u>4,001.40</u>
Total	45	\$9,892.80*

\*Price shown reflects 10% bulk bid discount.

PO #'s 14-04819, 14-04820 and 14-04821

Account Code: 11 000 270 512 40 2500

11 000 270 512 45 2500

11 000 270 512 48 2500

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

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

- a) ROUTE #2515 – MONMOUTH-OCEAN EDUCATION SERVICES COMMISSION - JOINTURE

**RECOMMENDATION:**

It is recommended that prior administrative approval be ratified for Monmouth-Ocean Educational Services Commission to provide transportation with a jointure contract for (1) one classified student to/from Children's Center of Monmouth County to/from a residential facility as listed below.

Route: Jointure #2515  
School: Children's Center of Monmouth County  
Company: Monmouth-Ocean Educational Services Commission  
Date(s): 9/3/13 thru 6/17/14  
Cost per diem: \$40.95  
Total # of days: (182) One Hundred and Eighty-Two  
Total Cost: \$7,452.90

PO# 14-03994  
Account Code: 11-000-270-514-83-0001  
**Resolution#55-11'13**

- b) ROUTE #CHW-X – HIGH SCHOOL WEST – SHUTTLE

**RECOMMENDATION:**

Quotes were solicited by the Transportation Department with the low quote coming from Holcomb Bus Service, Inc. It is recommended that prior administrative approval be ratified for Holcomb Bus Service, Inc. to transport (4) four students from school to home on a shuttle as listed below.

Route: CHW-X / Shuttle  
School: Cherry Hill High School West  
Company: Holcomb Bus Service, Inc.  
Date(s): 10/1/13 thru 5/20/14 Tuesday only (No transportation 11/5, 11/26, 12/17, 1/7/14, 4/15/14)  
Cost per diem: \$69.00  
Total # of days: (27) Twenty-Seven  
Total Cost: \$1863.00

PO# 14-03995  
Account Code: 11-000-270-514-83-0001  
**Resolution#56-11'13**

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

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

c) ROUTE #F01- MOORESTOWN HIGH SCHOOL – JOINTURE

**RECOMMENDATION:**

It is recommended that prior administrative approval be ratified for Burlington County Special Services School District to provide transportation with a jointure contract for (1) one classified student to/from Moorestown High School as listed below.

Route: Jointure F01  
School: Moorestown High School  
Company: Burlington County Special Services School District/ESU  
Date(s): September 2013 thru June 2014  
Cost per diem: \$140.00  
Total # of days: (180) One Hundred and Eighty  
Total Cost: \$25,200.00

PO# 14-04401  
Account Code: 11-000-270-514-83-0001

**Resolution#57-11'13**

d) ROUTE #NH-X – NEW HOPE ACADEMY, YARDLEY, PA - SHUTTLE

**RECOMMENDATION:**

It is recommended that prior administrative approval be ratified for First Student, Inc. to transport (4) four classified students on a shuttle from school to home as listed below.

Route: NH-X / Shuttle  
School: New Hope Academy, Yardley, PA  
Company: First Student, Inc. (Trenton)  
Original Route: NH-1  
Original Bid: #5659  
Date(s): 10/1/13 to 1/31/14 Monday thru Thursday only  
Cost per diem: \$219.00  
Total # of days: (57) Fifty seven  
Total Cost: \$12,483.00

PO# 14-03888  
Account Code: 11-000-270-514-83-0001

**Resolution#58-11'13**

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

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

e) ROUTE #Q-AH – ALTERNATIVE HIGH SCHOOL

**RECOMMENDATION:**

Quotes were solicited by the Transportation Department with the low quote coming from Hillman's Bus Service, Inc. It is recommended that prior administrative approval be ratified for Hillman's Bus Service, Inc. to transport (1) one classified McKinney-Vento student to/from school as listed below.

Route: Q-AH / Quote  
School: Alternative High School  
Company: Hillman's Bus Service, Inc.  
Date(s): 10/25/13 thru 3/21/14  
Cost per diem: \$195.00  
Total # of days: (90) Ninety  
Total Cost: \$17,550.00

PO# 14-04019  
Account Code: 11-000-270-514-83-0001  
**Resolution#59-11'13**

f) ROUTE #QEW-6 – HIGH SCHOOL EAST

**RECOMMENDATION:**

Quotes were solicited by the Transportation Department with the low quote coming from First Student, Inc. It is recommended that prior administrative approval be ratified for First Student, Inc. to transport students to/from Cherry Hill High School East as listed below.

Route: QEW-6 / Quote  
School: Cherry Hill High School East  
Company: First Student, Inc. (Berlin)  
Date(s): 9/16/13 to 3/31/14  
Cost per diem: \$139.83  
Total # of days: (125) One hundred and twenty five  
Total Cost: \$17,478.75

PO#14-03814  
Account Code: 11-000-270-511-83-0001  
**Resolution#60-11'13**

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

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

- g) ROUTE #Q-LP – THOMAS PAINE ELEMENTARY SCHOOL – MCKINNEY-VENTO

**RECOMMENDATION:**

Quotes were solicited by the Transportation Department with the low quote coming from Hillman's Bus Service, Inc. It is recommended that prior administrative approval be ratified for Hillman's Bus Service, Inc. to transport (1) one McKinney-Vento kindergarten (am) student from school to home as listed below.

Route: Q-LP / Quote - One Way  
School: Thomas Paine Elementary School  
Company: Hillman's Bus Service, Inc.  
Date(s): 10/4/13 thru 6/17/14  
Cost per diem: \$75.00  
Total # of days: (161) One Hundred and Sixty-One  
Total Cost: \$12,075.00

PO# 14-04009  
Account Code: 11-000-270-511-83-0001  
**Resolution#61-11'13**

- h) ROUTE #VM-X – VOORHEES MIDDLE SCHOOL, VOORHEES, NJ – MCKINNEY-VENTO - SHUTTLE

**RECOMMENDATION:**

It is recommended that prior administrative approval be ratified for Hillman's Bus Service, Inc. to transport (1) one McKinney-Vento student on a shuttle from school to home as listed below.

Route: VM-X / Shuttle  
School: Voorhees Middle School, Voorhees, NJ  
Company: Hillman's Bus Service, Inc.  
Date(s): 10/2/13, 10/16/13, 10/30/13 (Wednesday only)  
Cost per diem: \$95.00  
Total # of days: (3) three  
Total Cost: \$285.00

PO# 14-03997  
Account Code: 11-000-270-511-83-0001  
**Resolution#62-11'13**

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

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

- i) ROUTE #VM-X2 – VOORHEES MIDDLE SCHOOL, VOORHEES, NJ – MCKINNEY-VENTO

**RECOMMENDATION:**

It is recommended that prior administrative approval be ratified for Hillman's Bus Service, Inc. to transport (1) one McKinney-Vento student on a shuttle from school to home as listed below.

Route: VM-X2 / Shuttle

School: Voorhees Middle School, Voorhees, NJ

Company: Hillman's Bus Service, Inc.

Date(s): 11/6/13, 11/20/13 (Wednesday only)

Cost per diem: \$96.00

Total # of days: (2) two

Total Cost: \$192.00

PO# 14-04358

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

**Resolution#63-11'13**



**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

**ITEM 5. APPROVAL OF LICENSE AGREEMENT FOR THE LIACOURAS CENTER – GRADUATION H.S. EAST, JUNE 17, 2014**

It is recommended that the “Agreement” between Global Spectrum, L.P., a Delaware limited partnership, as agent on behalf of Temple University - Of 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 Tuesday, June 17, 2014 at 11:00 a.m.in the amount of \$17,250.00 for Rental, Parking and other Fees. PO #14-00294.

Account Code: 11 000 240 590 50 0001  
**Resolution#64-11’13**

**ITEM 6. APPROVAL OF LICENSE AGREEMENT FOR THE LIACOURAS CENTER - GRADUATION H.S. WEST, JUNE 17, 2014**

It is recommended that the “Agreement” between Global Spectrum, L.P., a Delaware limited partnership, as agent on behalf of Temple University - Of 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 Tuesday, June 17, 2014 at 4:00 p.m.in the amount of \$17,250.00 for Rental, Parking and other Fees. PO #14-02379.

Account Code: 11 000 240 590 55 0001  
**Resolution#65-11’13**

**ITEM 7. RESOLUTION TO ACCEPT AUDIT REPORT**

RESOLVED, that the annual audit for the 2012-2013 school year, as submitted by the District’s auditor and filed with the New Jersey Department of Education, be accepted by the Board and placed on file. The audit report is included in the financial section of the Comprehensive Annual Financial Report.

**Resolution#66-11’13**

**ITEM 8. RESOLUTION TO ACCEPT CORRECTIVE ACTION PLAN FOR 2012-2013 AUDIT**

Resolved, that the Cherry Hill Township Board of Education approve the Corrective Action Plan in connection with the 2012-2013 audit and directs the administration to implement same. (attached)

**Resolution#67-11’13**

**ACTION AGENDA**  
**November 26, 2013**

**B. BUSINESS AND FACILITIES**

**ITEM 9. ACCEPTANCE OF DONATIONS**

<u>SCHOOL</u>	<u>DONATION</u>	<u>GROUP OFFERING DONATION</u>	<u>VALUE</u>
District Elementary Music Teachers	Funds to complete purchase of iPads	Cherry Hill Education Foundation*	\$847.87
District 3 <sup>rd</sup> Grade Students	Dictionaries	Cherry Hill Education Foundation* & Cherry Hill Rotary Club	\$1,250.00
*Unexpended funds will be returned to Cherry Hill Education Foundation			

Motion Mr. Roth Second Mr. Klukoff Vote Ayes - 9 No - 0

**EXCEPTION:**

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

Motion Mr. Roth Second Mr. Klukoff Vote Ayes - 8 No - 0 - 1\*

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

**ACTION AGENDA**  
**November 26, 2013**

**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. Termination of Employment—Non-Certificated
2. Appointments—Certificated
3. Appointments—Non-Certificated
4. Leaves of Absence—Certificated
5. Leave of Absence—Non-Certificated
6. Assignment/Salary Change—Non-Certificated
7. Other Compensation—Certificated
8. Approval of Revised Job Description
9. Other Motions
10. Other Motions

**ITEM 1. TERMINATION OF EMPLOYMENT—NON-CERTIFICATED**

(a) Resignation

**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 date listed below.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Reason</u>
Robert Carr	CHHS West-Exceptional Educational Assistant (\$17,658)	2/01/14	Retirement

**ACTION AGENDA**  
**November 26, 2013**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 2. 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>
Rose Torres	Johnson-Program Facilitator, Title I (newly created position-budget #20-232-200-100-12-0125 -not to exceed \$2000)	12/16/13-6/30/14	\$42.60
Dawn Slaton	Johnson-Tutor, Title I (newly created position-budget #20-232-100-101-12-0101)	12/09/13-6/30/14	\$41.03
David Quinn	CHHS East-Volunteer (Basketball)	11/04/13-6/30/14	-----
Larry Genzer	CHHS East-Volunteer (Basketball)	11/04/13-6/30/14	-----
Paul Connor	CHHS East-Volunteer (Wrestling)	11/27/13-6/30/14	-----
Matan Shmuel	CHHS East-Volunteer (Wrestling)	11/27/13-6/30/14	-----
Paul Graham	CHHS East-Volunteer (Wrestling)	11/27/13-6/30/14	-----
Michael Klein	CHHS East-Volunteer (Wrestling)	11/27/13-6/30/14	-----
Courtney Katz	Beck-Math (Replacing G. Smith - budget #11-130-100-101-40-0100)	11/06/13-6/30/14	\$55,970 prorated (Masters-step 8)
Carlye Hay	Stockton-Grade 3 (Replacement substitute for K. Pendleton-revised for teacher being replaced-budget #11-120-100-101-33-0100)	11/14/13-4/22/14	\$48,377 prorated (Bachelors-step 1)
Christine Hammitt	Sharp-Kindergarten (Replacement substitute for K. Redmond-budget #11-110-100-101-30-0100)	11/11/13-1/03/14	\$48,377 prorated (Bachelors-step 1)
Shane McFadden	CHHS East-Spanish (Replacement substitute for J. Gross-budget #11-140-100-101-50-0100)	11/20/13-12/23/13	\$48,377 prorated (Bachelors-step 1)
David Sonnheim	Stockton-Special Education (Replacement substitute for W. Cousins on leave of absence-budget #11-213-100-101-33-0100)	11/19/13-11/27/13 (contract extended)	\$48,377 prorated (Bachelors-step 1)
Erica Marshall	Knight-Grade 2 (Replacement substitute for C. Atchison on leave of absence-budget #11-120-100-101-21-0100)	11/06/13-3/04/14	\$48,377 prorated (Bachelors-step 1)

**ACTION AGENDA**  
**November 26, 2013**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 2. APPOINTMENTS—CERTIFICATED** - continued

(a) Regular - continued

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Hourly Rate/Salary</u>
Jennifer LaSure	CHHS East-Special Education (Replacement substitute for M. Hunter on leave of absence-budget #11-140-100-101-50-0100)	12/19/13-6/30/14	\$48,377 prorated (Bachelors-step 1)
Andrea Weinberg	CHHS East-Math (Replacement substitute for J. Rinehart on leave of absence-budget #11-140-100-101-50-0100)	1/03/14-5/20/14	\$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>
Anthony DelVecchio	Burlington County	10/24/13-12/20/13	Karla Smith/Paine
Kelly Disler	West Chester University	1/21/14-5/06/14	Lori Combs/Kilmer
Nicholas French	University of the Arts	3/18/14-5/09/14	Laurie Lausi/CHHS East
Ophillia Dominique	Rowan	1/07/14-4/14/14	Michelle Taylor/Carusi
Shane Massimillo	Rowan	1/21/14-3/14/14	Michael Eng/Knight-Stockton
Rebecca Berkowitz	Rowan	1/21/14-3/21/14	Bonnie Witt/Beck
Stephanie Olt	Rutgers	1/03/14-1/15/14	Denise Shaw/Paine
Donald Gabardi	Rutgers	1/03/14-1/15/14	Anita Plum/Paine
Molly Napolitano	Rowan	1/21/14-3/14/14	Steve Redfearn/Cooper-Kingston
Gianna Canal	Rowan	1/21/14-5/09/14	Michelle Bransfield/Kingston

**ACTION AGENDA**  
**November 26, 2013**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 2. APPOINTMENTS—CERTIFICATED** – continued

(b) Student Teaching - continued

<u>Name</u>	<u>College/University</u>	<u>Effective Dates</u>	<u>Cooperating Teacher/School</u>
Dimiri Griffin	Camden	11/05/13-12/23/13	Sarah Guy/Knight
Oscar Capps	Rutgers	1/22/14-5/09/14	Charles Davis/CHHS East
Maria Cohen	Rutgers	1/22/14-5/09/14	Sandra Sharp/CHHS West
Amanda Katzoff	Rowan	1/21/14-5/09/14	Susan McKee/CHHS East

(c) Fieldwork - Occupational Therapy

**RECOMMENDATION:**

It is recommended that the persons listed, student at Utica College be approved for occupational Therapy field work in accord with the data presented.

<u>Name</u>	<u>Effective Date</u>	<u>Cooperative Occupational Therapist</u>
Amy Chan	12/09/13-12/20/13 (level 1)	Sally Buckalew/Kingston
Amy Chan	2/18/14-5/16/14 (level 11)	Nicole Fornito/Barclay

(d) Clinical Training Program

**RECOMMENDATION:**

It is recommended that the persons listed, students at Jefferson School of Nursing be approved for clinical training in accord with the data presented.

Effective 1/16/14-2/28/14

<u>Name</u>	<u>Cooperating Nurse/School</u>
Briana Aversa	Angela Mooney/Rosa
Valentina Bragg	Marie Smith/Kilmer
Hannah Caprarola	Jacquelyn Naddeo/Kingston
Ashley Childress	Barbara Kase-Avner/Beck
Janea Gibbs	Marci Shapiro-Goldman/Sharp
Lindsay Gaudio	Theresa DiMedio/Harte
Melifer Habon	Lee-Ann Halbert/Mann

**ACTION AGENDA**  
**November 26, 2013**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 2. APPOINTMENTS—CERTIFICATED** – continued

(d) Clinical Training Program - continued

Effective 3/13/14-4/25/14

<u>Name</u>	<u>Cooperating Nurse/School</u>
Leah Ricciardi	Angela Mooney/Rosa
Nicole Sabatelli	Marie Smith/Kilmer
Katherine Safin	Jacquelyn Naddeo/Kingston
Julia Lawyer	Barbara Kase-Avner/Beck
Ashley Sobotka	Marci Shapiro-Goldman/Sharp
Jocelyn Stevens	Theresa DiMedio/Harte
Shannon Willis	Lee-Ann Halbert/Mann

(e) 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>
Parry Barclay	Jessica Peyton	Carusi	\$550	8/29/13-6/30/14
Lisa Schoen	Michelle Mader	Carusi	\$550 prorated	10/14/13-12/17/13
Jennifer Peifer	Julie Cairone	CHHS East	\$550 prorated	8/29/13-11/15/13 (revised for dates)
Ryan James	Julie Cairone	CHHS East	\$550 prorated	11/18/13-4/08/14
Amy Devine	Nicole Ciccotelli	Barton	\$550 prorated	12/01/13-12/17/13 (revised for dates)
Sandra Wilcox	Kate Fishman	Stockton	\$550 prorated	12/04/13-6/30/14 (revised for dates)
Joanne Rizzo	Erin Higgins	Johnson	\$550 prorated	9/30/13-6/30/14
Esther Alpizar	Shane McFadden	CHHS East	\$550 prorated	11/20/13-12/23/13

**ACTION AGENDA**  
**November 26, 2013**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 2. APPOINTMENTS—CERTIFICATED** – continued

(f) Classroom Observation

**RECOMMENDATION:**

It is recommended that Rachael Shaffer, student at Drexel University be approved to conduct a classroom observation for special education effective 10/28/13-12/07/13 at the Paine Elementary School with Carolyn Robey and Kristina Kowalski as the cooperating teachers.

(g) Math Curriculum Writing

**RECOMMENDATION:**

It is recommended that the persons listed be approved as members of the K-5 math blueprint writing committee during July/August 2013 at the rate of \$35.71/hr (not to exceed \$1785.50 total). Monies budgeted from account #11-000-221-110-72-0101.

<u>Name</u>	<u>Name</u>	<u>Name</u>
Kathleen McEleney	Lanie Leipow	Patrick McHenry
Denise Horton	Shirley Conroy	Nancy Paley

(h) Co-Curricular

**RECOMMENDATION:**

It is recommended that the persons listed be approved for co-curricular positions listed in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Stipend</u>
Anthony Brocco	CHHS West-Co-Assistant Coach, Boys Basketball (budget #11-402-100-100-55-0101)	9/01/13-6/30/14	\$2402
Jason Speller	CHHS East-Assistant Coach, Boys Basketball (budget #11-402-100-100-50-0101)	9/01/13-6/30/14	\$5725
Christopher Corey	CHHS East-Assistant Coach, Girls Basketball (budget #11-402-100-100-50-0101)	9/01/13-6/30/14	\$4804



**ACTION AGENDA**  
**November 26, 2013**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 2. APPOINTMENTS—CERTIFICATED** – continued

(h) Co-Curricular - continued

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Stipend</u>
Stephanie Digneo	CHHS East-Assistant Coach, Girls Basketball (budget #11-402-100-100-50-0101)	9/01/13-6/30/14	\$5725
Barbara Kase-Avner	District-Lead Nurse (budget #11-000-213-100-71-0101)	11/18/13-6/30/14	\$4281

(i) 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 11/27/13-6/30/14. Monies budgeted from account #11-120-100-101-98-0150/#11-130-100-101-98-0150/#11-140-100-101-98-0150/#11-000-213-104-98-0150.

<u>Name</u>	<u>Name</u>	<u>Name</u>	<u>Name</u>
Erin Dillard Jennifer Kotch	Stephanie Marshall	Anne Carrel	Margaret Reilly

(j) Translation Services

**RECOMMENDATION:**

It is recommended that the persons listed be approved to provide translation services as part of the Title 1 plan for Johnson Elementary School effective 11/27/13-6/30/14 at the rate of \$42.60/hour (not to exceed \$550). Monies budgeted from account #20-232-200-101-12-0101.

<u>Name</u>	<u>Name</u>
Rebecca Sanders	Rose Torres

**ACTION AGENDA**  
**November 26, 2013**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 2. APPOINTMENTS—CERTIFICATED** – continued

(k) Clubhouse Program

**RECOMMENDATION:**

It is recommended that the persons be listed be approved as substitutes for the clubhouse program at Johnson Elementary School effective 12/10/13-5/01/14 at the hourly rate of \$42.60 (not to exceed \$8500 total). Monies budgeted from account #20-232-100-101-12-0100.

<u>Name</u>	<u>Name</u>
Danielle Douglas	Raymond Anderson
Melinda Hess	Susan Miller

**ITEM 3. 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>Salary/Hourly Rate</u>
Susan Loney	District-Teacher II, SACC (budget #60-990-320-101-58-0001)	11/01/13-6/30/14	\$11.00
Stavroula Cucinotta	District-Substitute Teacher, SACC (budget #60-990-320-101-58-0001)	12/02/13-6/30/14	\$12.65
Tri Nguyen	CHHS West-Cleaner (Reassignment of H. Estevez-budget #11-000-262-101-55-0001)	11/27/13-6/30/14	\$28,179 prorated
Linda McKnight	Kingston-Educational Assistant (Replacing M. Lanko-32.5 hrs/wk-budget #11-213-100-106-18-0100)	On or about 11/25/13-6/30/14	\$9.25
Katie Collins	Mann-Educational Assistant (Replacing J. Posey-32.5 hrs/wk-budget #11-214-100-106-24-0100)	On or about 11/25/13-6/30/14	\$ 9.25
Michelle Myer	Sharp-Educational Assistant (Replacing K. Lipinski-30 hrs/wk-budget #11-204-100-106-30-0100)	11/18/13-6/30/14	\$ 9.25

**ACTION AGENDA**  
**November 26, 2013**

**C. HUMAN RESOURCES/NEGOTIATIONS**

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

(a) Regular - continued

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary/Hourly Rate</u>
Chris Belcher	Carusi-Cleaner (Replacing F. Foley-budget #11-000-262-100-45-0001)	11/26/13-6/30/14	\$28,179 prorated
Clifford Wahlberg	Sharp-Cleaner (Reassignment A. Nunez-budget #11-000-262-100-30-0001)	On or about 11/27/13-6/30/14	\$28,179 prorated
Alice Fossell	CHHS West-Cleaner (Replacing A. Phillip-budget #11-000-262-100-55-0001)	On or about 11/27/13-6/30/14	\$28,179 prorated

**ITEM 4. 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>
Andrea Tierney	CHHS East/West-Art	Leave with pay <b>11/11/13</b> -1/15/14; without pay 1/16/14-4/09/14 ( <b>revised for dates</b> )
Ayanna Boxley	Carusi-Speech/Language Specialist	Leave without pay 10/09/13-11/29/13 (leave extended)
Lisa Badger	Johnson/Kilmer-Music	Leave with pay 9/23/13-10/28/13; without pay 10/29/13-11/25/13 (revised for dates)
Jennifer DiStefano	CHHS East-Substance Awareness Coordinator	Leave of absence without pay 10/25/13-11/08/13
Colleen Atchinson	Knight-Grade 2	Leave with pay 11/04/13-1/10/14; without pay 1/13/14-2/28/14 (revised for dates)
Kathryn Pendleton	Stockton-Grade 3	Leave with pay 11/18/13-1/03/14; without pay 1/06/14-4/18/14 (revised for dates)

**ACTION AGENDA**  
**November 26, 2013**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 4. LEAVES OF ABSENCE—CERTIFICATED** - continued

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Timothy Locke	CHHS East-Social Studies	Leave with pay 9/09/13-11/08/13
Marcella Nazzario-Clark	Kilmer-Teacher Coach	Leave with pay 10/15/13-10/22/13
Susan Melograna	CHHS East-Health & P.E.	Leave with pay 8/29/13-9/30/13; without pay 10/01/13-1/01/14 (leave extended)
Athena Langi	Barton-Grade 3	Leave with pay 10/14/13-10/18/13
Lindsay Watkins	Stockton-Special Education	Leave without pay 10/18/13-6/30/14 (leave extended)
Melissa Lamp	Woodcrest-Media Specialist	Leave without pay 11/21/13-6/30/14 (leave extended)
Susanna Esposito	Johnson-Grade 4	Leave without pay 9/05/13-6/30/14
Christine Macaulay	Barton/Stockton-Music	Leave with pay 9/30/13-11/22/13; without pay 11/25/13-1/31/14
Marie Hunter	CHHS East-Resource Room	Leave with pay 12/23/13-2/06/14; without pay 2/07/14-5/30/14
Lorie Duffy	Paine-Grade 2	Leave with pay 11/26/13-12/20/13; without pay 12/23/13-1/01/14
Wanda Cousins	Stockton-Special Education	Leave with pay 8/29/13-12/09/13; without pay 12/10/13-until a determination is made regarding a return to work date (revised for dates)
Timothy Dempster	Woodcrest/Mann-Health & P.E.	Leave with pay 11/06/13-11/15/13
Kathryn Redmond	Sharp-Kindergarten	Leave with pay 11/12/13-1/01/14
Paula Saillard	CHHS East-Spanish	Leave with pay 10/28/13-11/08/13
Jennifer Stever	Woodcrest-Grade 2	Leave with pay 2/11/14-3/24/14; without pay 3/25/14-5/26/14
Erin Creek	Kingston-Grade 5	Leave with pay 12/23/13-1/17/14; without pay 1/20/14-6/30/14
Crystal Atkinson	Knight-Grade 5	Leave with pay 12/19/13-1/13/14; without pay 1/14/14-1/31/14

**ACTION AGENDA**  
**November 26, 2013**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 5. 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>
Justin DeMarco	Paine-Cleaner	Leave with pay 10/02/13-10/14/13
Francisca Vega	Malberg-Cleaner	Leave with pay 9/16/13-9/27/13
Danielle Verano	Malberg-Transportation Coordinator	Leave with pay 10/02/13-10/11/13; intermittent leave without pay 10/14/13-1/01/14
Robert Zeligson	Mann-Educational Assistant	Leave with pay 10/16/13-10/28/13
Sally Molenkamp	Stockton-Head Custodian	Leave without pay 10/03/13-11/29/13
Kristine Tanjutco	Barclay-Exceptional Educational Assistant	Leave with pay 10/24/13-11/08/13
Mark Mays	District-Groundskeeper	Leave with pay 10/04/13-10/11/13

**ITEM 6. ASSIGNMENT/SALARY CHANGE—NON—CERTIFICATED**

(a) Salary Adjustment – Boiler License

**RECOMMENDATION:**

It is recommended that the salary of the persons listed be adjusted for earning a boiler license in accord with the data presented.

<u>Name</u>	<u>Assignment</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Maritza Gomez	CHHS West- Cleaner	\$28,179	\$28,523 (includes \$344 for boiler license)	10/24/13-6/30/14
Julius Cinelli	District- Maintenance	\$45,611	\$46,055 prorated (included \$344 for boiler license)	10/23/13-6/30/14
Thomas Vasta	District- Maintenance	\$35,363	\$35,707 prorated (includes \$344 for boiler license)	10/23/13-6/30/14

**ACTION AGENDA**  
**November 26, 2013**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 6. ASSIGNMENT/SALARY CHANGE—NON—CERTIFICATED -**  
 continued

(a) Salary Adjustment Boiler License- continued

<u>Name</u>	<u>Assignment</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Rafaela Batista	CHHS East-Cleaner	\$28,179	\$28,523 prorated (includes \$344 for boiler license)	11/13/13-6/30/14
Gladys Blanco	CHHS East-Cleaner	\$28,179	\$28,523 prorated (includes \$344 for boiler license)	11/13/13-6/30/14

(b) Reassignment

**RECOMMENDATION:**

It is recommended that the persons listed be reassigned for 2013-14 school year in accord with the data presented.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>	<u>Hourly Rate</u>
Danny Patterson	District-Substitute Program Aide II, SACC (budget #60-990-320-106-58-0001)	Kingston-Program Aide II, SACC (budget #60-990-320-106-58-0001)	10/30/13-6/30/14	\$ 7.25
Matthew Carter	Barton-Teacher, SACC (budget #60-990-320-101-58-0001)	District-Substitute Teacher, SACC (budget #60-990-320-101-58-0001)	11/01/13-6/30/14	\$12.65
Brianna Sholette	District-Substitute Program Aide, SACC (budget #60-990-320-106-58-0001)	Woodcrest-Program Aide, SACC (budget #60-990-320-106-58-0001)	11/01/13-6/30/14	\$ 8.50

**ACTION AGENDA**  
**November 26, 2013**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 6. ASSIGNMENT/SALARY CHANGE—NON—CERTIFICATED -**  
continued

(b) Reassignment - continued

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>	<u>Hourly Rate</u>
Stephanie Vasey	Woodcrest- Program Aide, SACC (budget #60-990-320-106- 58-0001)	District- Substitute Program Aide, SACC (budget #60-990-320-106- 58-0001)	11/15/13-6/30/14	\$ 8.50
Maureen Barreras	Kilmer-Teacher II, SACC (budget #60-990-320-106- 58-0001)	District- Substitute- Program Aide, SACC (budget #60-990-320-106- 58-0001)	11/18/13-6/30/14	\$ 8.50

**ITEM 7. OTHER COMPENSATION—CERTIFICATED**

**RECOMMENDATION:**

It is recommended that Julie Bathke be approved to present blind scoring techniques to staff effective 11/05/13-11/27/13 (not to exceed 3.5 hours) at the rate of \$53.56/hr. Monies budgeted from account #20-272-200-101-99-0101.

**ITEM 8. APPROVAL OF REVISED JOB DESCRIPTIONS**

**RECOMMENDATION:**

It is recommended that the job description listed be revised as presented effective 11/27/13.

- District Student Mentor/Support Advocate

**ITEM 9. OTHER MOTIONS**

**RECOMMENDATION:**

It is recommended that the increment for employee #5717 be withheld for the 2014-15 school year (at the time of settlement of the contract).

**ACTION AGENDA**  
**November 26, 2013**

**C. HUMAN RESOURCES/NEGOTIATIONS**

**ITEM 10. OTHER MOTIONS**

**RECOMMENDATION:**

It is recommended a fee of \$5000 be paid to the New Jersey Association of School Administrators and the Cherry Hill Board of Education approving their contract as presented effective 11/01/13.

Motion  Mrs. Horiates  Second  Mr. Robbins  Vote  Ayes - 9 No - 0



**ACTION AGENDA**  
**November 26, 2013**

**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 Policies
2. Second Reading of Policy
3. Approval of Harassment/Intimidation/Bullying Investigation Decisions

**ITEM 1. FIRST READING OF POLICIES**

- Draft Policy 2224: Equal Opportunity/Nondiscrimination/Harassment
- Draft Policy 5117: School Attendance Areas
- Draft Policy 5117.1: Open Enrollment
- Draft Policy 5131: Harassment, Intimidation and Bullying
- Draft Policy 6164.1: Information for Parents on Use of Electronic Mail in Special Services

**RECOMMENDATION:**

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

**ITEM 2. SECOND READING OF POLICY**

- Draft Policy: 6111: School Calendar

**RECOMMENDATION:**

It is recommended that the policy be approved for second reading and adoption as submitted.

**ACTION AGENDA**  
**November 26, 2013**

**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>
13-14:25	Affirmed		13-14:46	Affirmed
13-14:33			13-14:47	Affirmed
13-14:34	Affirmed		13-14:48	Affirmed
13-14:35	Affirmed		13-14:49	Affirmed
13-14:36	Affirmed		13-14:50	Affirmed
13-14:37	Affirmed		13-14:51	Affirmed
13-14:38	Affirmed		13-14:52	Affirmed
13-14:39	Affirmed		13-14:53	Affirmed
13-14:40	Affirmed		13-14:54	Affirmed
13-14:41	Affirmed		13-14:55	Affirmed
13-14:42	Affirmed		13-14:56	Affirmed
13-14:43	Affirmed		13-14:57	Affirmed
13-14:44	Affirmed			
13-14:45	Affirmed			

Motion Mr. Robbins Second Mrs. Cohen Vote Ayes - 9 No - 0

Item #1 Draft Policy 5117 Motion Mr. Robbins Second Mrs. Cohen Vote Ayes -8 No - 0 - 1\*  
 \*Mr. Goodwin abstained

**ACTION AGENDA**  
**November 26, 2013**

**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**

Regular Meeting Minutes  
November 26, 2013

The meeting was again recessed for public discussion.

1. The President of CHEA stated that last week the Cherry Hill Association lost a member, Richard Pierce, a stock clerk at Cherry Hill H.S. East. He will be greatly missed.
2. CHEA made a \$500 contribution to a project which NJEA and the New Jersey Fire Fighters Association is working in conjunction with a project called Sandy Ground 26. They will build 26 handicap accessible playgrounds throughout the State of New Jersey specifically in those areas that were hardest hit by Hurricane Sandy.

Mrs. Judge called the meeting to order from the recess for public discussion.

Mr. Robbins made and Dr. Dickinson seconded a motion to adjourn at 8:02 P.M.

Respectfully submitted,

James Devereaux  
Assistant Superintendent  
Business/Board Secretary

**CORRECTIVE ACTION PLAN**

COUNTY Camden

NAME OF SCHOOL Cherry Hill Public Schools

TYPE OF AUDIT Comprehensive Annual Financial Report

DATE OF BOARD MEETING November 26, 2013

CONTACT PERSON Mr. James Devereaux

TELEPHONE NUMBER (856) 426-5600

RECOMMENDATION	CORRECTION ACTION APPROVED BY THE BOARD	METHOD OF IMPLEMENTATION	PERSONNEL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
<p><u>Grants</u> Final grant expenditure reports contained inaccurate information.</p>	<p>In both cases, the grant accountant picked up the mistakes and asked DOE for permission to amend the final reports. DOE declined. Additional review and oversight will be provided in future years that should eliminate the possibility of a reoccurrence.</p>	<p>Additional review of grant reports.</p>	<p>Senior Accountant Assistant Business Administrator Business Administrator</p>	<p>December 31, 2013</p>
<p><u>Student Activities</u> Certain items that were purchased through Student Activities were better suited to be purchased through the general fund.</p>	<p>Improvement was made in the student activity funds at the high schools during the 2012-13 year. During the 2013 year, additional oversight will be provided by the principals and business office that should eliminate this recommendation in the future.</p>	<p>Certain activities will be run through the General Fund rather than the Student Activities Account.</p>	<p>HS Principal Business Administrator</p>	<p>December 31, 2013</p>

12/5/13  
DATE

*[Signature]*  
BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR

12/6/13  
DATE

*Mureen Reuschle*  
CHIEF SCHOOL ADMINISTRATOR

c: County Superintendent

***Summary of Fiscal Year 2013  
Audit Report of the  
Cherry Hill Township School District  
Camden County, New Jersey as  
Required by N.J.S. 18A:23-4***

***June 30, 2013***

**Cherry Hill Township School District  
Governmental Funds**

**Balance Sheet**

June 30, 2013

	Major Funds				Total Governmental Funds
	General Fund	Special Revenue Fund	Capital Projects Fund	Debt Service Fund	
<b>Assets</b>					
Cash and cash equivalents	\$ 12,716,975	\$ 377,981	\$ 52,727	\$ 15	\$ 13,147,698
Accounts receivable:					
State	1,414,851	3,187	14,481		1,432,519
Federal	1,409	580,716			582,125
Other	255,707				255,707
Interfund	3,973				3,973
Restricted assets:					
Cash and cash equivalents	1,142,265				1,142,265
<b>Total assets</b>	<b>\$ 15,535,180</b>	<b>\$ 961,884</b>	<b>\$ 67,208</b>	<b>\$ 15</b>	<b>\$ 16,564,287</b>
<b>Liabilities and Fund Balances</b>					
<b>Liabilities:</b>					
Accounts payable	\$ 848,342	\$ 240,135			\$ 1,088,477
Intergovernmental payables:					
State		342,248			342,248
Other liability	43,508				43,508
Interfunds payable		11,426			11,426
Unearned revenue	49,199	368,075			417,274
<b>Total liabilities</b>	<b>941,049</b>	<b>961,884</b>	<b>-</b>	<b>-</b>	<b>1,902,933</b>
<b>Fund balances:</b>					
Restricted for:					
Capital reserve	1,142,265				1,142,265
Debt service				\$ 15	15
Capital projects			\$ 67,208		67,208
Assigned to:					
Designated by the BOE for subsequent year's expenditures	6,473,330				6,473,330
Other purposes	3,699,120				3,699,120
Unassigned:					
General fund	3,279,416				3,279,416
<b>Total fund balances</b>	<b>14,594,131</b>	<b>-</b>	<b>67,208</b>	<b>15</b>	<b>14,661,354</b>
<b>Total liabilities and fund balances</b>	<b>\$ 15,535,180</b>	<b>\$ 961,884</b>	<b>\$ 67,208</b>	<b>\$ 15</b>	<b>\$ 16,564,287</b>

**Cherry Hill Township School District  
Governmental Funds**

**Statement of Revenues, Expenditures and Changes in Fund Balances**

Year ended June 30, 2013

	Major Funds				Total Governmental Funds
	General Fund	Special Revenue Fund	Capital Projects Fund	Debt Service Fund	
<b>Revenues</b>					
<b>Local sources:</b>					
Local tax levy	\$ 149,444,439			\$ 3,008,903	\$ 152,453,342
Tuition	832,048				832,048
Interest on Investments	163,834				163,834
Interest on Capital Reserve	248				248
Miscellaneous	1,230,086	\$ 103,602			1,333,688
<b>Total local sources</b>	<b>151,670,655</b>	<b>103,602</b>	-	<b>3,008,903</b>	<b>154,783,160</b>
State sources	29,608,111	818,373	\$ 195,292	1,208,330	31,830,106
Federal sources	192,881	4,109,855			4,302,736
<b>Total revenues</b>	<b>181,471,647</b>	<b>5,031,830</b>	<b>195,292</b>	<b>4,217,233</b>	<b>190,916,002</b>
<b>Expenditures</b>					
<b>Instruction:</b>					
Regular Instruction	48,893,601	899,367			49,792,968
Special Education Instruction	17,783,377	3,162,909			20,946,286
Other Special Instruction	2,910,098				2,910,098
Other Instruction	2,247,920				2,247,920
<b>Support Services:</b>					
Tuition	6,518,517				6,518,517
Student and Instruction Related Services	17,782,283	941,706			18,723,989
School Administration Services	7,027,920				7,027,920
Other Admin Services	4,871,988				4,871,988
Plant Operations and maintenance	10,959,522				10,959,522
Pupil transportation	10,170,981				10,170,981
Employee Benefits and On-behalf TPAF social security and pension contributions	47,504,086				47,504,086
Capital outlay	9,341,189	27,848	162,510		9,531,547
<b>Debt Service:</b>					
Principal				3,045,000	3,045,000
Interest				1,172,250	1,172,250
Transfer of funds to charter schools	93,158				93,158
<b>Total expenditures</b>	<b>186,104,640</b>	<b>5,031,830</b>	<b>162,510</b>	<b>4,217,250</b>	<b>195,516,230</b>
(Deficiency) excess of revenues (under) over expenditures	(4,632,993)	-	32,782	(17)	(4,600,228)
<b>Other financing sources (uses):</b>					
Transfer In	1,682,115				1,682,115
Transfer Out			(1,682,115)		(1,682,115)
<b>Total other financing sources (uses)</b>	<b>1,682,115</b>	<b>-</b>	<b>(1,682,115)</b>	<b>-</b>	<b>-</b>
<b>Net change in fund balances</b>	<b>(2,950,878)</b>		<b>(1,649,333)</b>	<b>(17)</b>	<b>(4,600,228)</b>
Fund balances, July 1	17,545,009		1,716,541	32	19,261,582
<b>Fund balances, June 30</b>	<b>\$ 14,594,131</b>	<b>\$ -</b>	<b>\$ 67,208</b>	<b>\$ 15</b>	<b>\$ 14,661,354</b>



## **Cherry Hill Township School District**

### **Recommendations**

**June 30, 2013**

#### **Financial Planning, Accounting and Reporting**

- **The District should strengthen its existing review process over the requirements of grant reporting to ensure accurate information is reported.**

#### **Student Body Activities**

- **We suggest that the District continue to review its Board policy as it relates to student activity purchases and provide additional guidance regarding what constitutes an appropriate student activity purchase to each of its high schools.**