

VOORHEES TOWNSHIP BOARD OF EDUCATION
329 ROUTE 73, VOORHEES, NJ 08043

The reorganization and regular meeting of the Voorhees Township Board of education was held on Wednesday, January 6, 2016 at 7:30 PM at the Administration Building, Dr. Frank T. DeBerardinis, Assistant Superintendent for Business/Board Secretary, presiding.

I. PUBLIC NOTICE

Public notice of this meeting pursuant to the Open Public Meetings Act has been given by the Board Secretary in the following manner:

1. Posting written notice on the official bulletin board at the Voorhees Township Public Schools Administrative Building on June 3, 2015 and December 1, 2015.
2. Publishing written notice in the Courier Post on June 3, 2015 and December 1, 2015.
3. Filing written notice with the Clerk of Voorhees Township on June 3, 2015 and December 1, 2015.

II. SALUTE TO THE FLAG

III. SUMMARY OF ELECTION RESULTS

At the general election held on November 3, 2015 the legal voters of the Township of Voorhees School District elected three (3) members for full three year terms as shown below.

SCHOOL BOARD MEMBERS

| | | |
|------------------|-------|-------------|
| Barbara Dunleavy | 2,908 | 3 Year Term |
| Denise Kirkland | 2,829 | 3 Year Term |
| Amy Lynch | 2,824 | 3 Year Term |

IV. SWEARING IN NEW MEMBERS

V.

ROLL CALLPresent

Richard Horner

Bruce Karpf

Denise Kirkland (by phone)

Dr. Marissa Levy

Amy Lynch

Richard Nelson

John Schmus

Richard Wojdon

Raymond J. Brosel, Jr., Superintendent

Dr. Frank T. DeBerardinis, Assistant Superintendent for Business/
Board Secretary

Howard Mendelson, Attorney

Absent

Barbara Dunleavy

VI.

CODE OF ETHICS FOR BOARD MEMBERS

VII.

ELECTION OF PRESIDENT

1. Nomination of Mr. Nelson by Mr. Karpf, seconded by Mr. Schmus.
2. Motion by Mr. Karpf, seconded by Mrs. Lynch, to close the nomination and direct the Board Secretary to cast a unanimous vote for Mr. Nelson as President of the Board of Education.

Motion carried, 8 ayes.

VII.

ELECTION OF VICE PRESIDENT

1. Nomination of Mr. Karpf by Mr. Schmus, seconded by Mrs. Lynch.
2. Nomination of Mrs. Dunleavy by Mr. Wojdon, seconded by Dr. Levy.

Motion by Mr. Wojdon, seconded by Mr. Schmus, to close the nominations.

Motion carried, 8 ayes.

The Board cast votes as follows:

| | |
|----------------------|------------------|
| <u>Mrs. Dunleavy</u> | <u>Mr. Karpf</u> |
| Mr. Horner | Mr. Karpf |
| Mrs. Kirkland | Mrs. Lynch |
| Dr. Levy | Mr. Schmus |
| Mr. Wojdon | Mr. Nelson |

The vote was tied. Mr. Nelson called for a second vote:

The Board cast votes as follows:

| | |
|----------------------|------------------|
| <u>Mrs. Dunleavy</u> | <u>Mr. Karpf</u> |
| Mrs. Dunleavy | Mr. Karpf |
| Mr. Horner | Mrs. Lynch |
| Dr. Levy | Mr. Schmus |
| Mr. Wojdon | Mr. Nelson |

The vote was tied.

The Board recessed at 7:50 PM.

The Board reconvened at 7:55 PM.

Mr. Nelson called for a third vote:

The Board cast votes as follows:

| | |
|----------------------|------------------|
| <u>Mrs. Dunleavy</u> | <u>Mr. Karpf</u> |
| Mrs. Dunleavy | Mrs. Lynch |
| Mr. Horner | |
| Mr. Karpf | |
| Dr. Levy | |
| Mr. Nelson | |
| Mr. Schmus | |
| Mr. Wojdon | |

Mrs. Dunleavy was elected Vice-President.

IX. AWARDING CONTRACTS FOR PROFESSIONAL SERVICES

Motion by Mr. Karpf, seconded by Mr. Schmus, to approve:

1. AUDITOR

appointing Todd Saler of Bowman and Company as auditor for the period from January 6, 2016 through the January 2017 Board Reorganization meeting as per the following resolution:

- a. BE IT RESOLVED That Todd Saler of Bowman and Company be appointed auditor for the Voorhees Township Board of Education for the period from January 6, 2016 through the January 2017 Board Reorganization Meeting.

FURTHER RESOLVED That this contract is awarded through a Request for Proposals for Professional Services with procedures designed to provide for a fair and open process in awarding contracts for professional services based on qualifications, merit and cost effectiveness through accessible advertising.

This appointment is made in accordance with N.J.A.C. 23-2.2 (i) requiring the Board of Education to review the Peer Report of Bowman and Company, LLP as shown on Attachment "A".

2. SOLICITOR

appointing Howard Mendelson of Davis and Mendelson as solicitor for the period from January 7, 2016 through the January 2017 Board Reorganization meeting as per the following resolution:

- a. BE IT RESOLVED That Howard Mendelson of the firm Davis and Mendelson be appointed solicitor for the Voorhees Township Board of Education for the period from January 6, 2016 through the January 2017 Board Reorganization meeting.

FURTHER RESOLVED That this contract is awarded through a Request for Proposals for Professional Services with procedures designed to provide for a fair and open process in awarding contracts for professional services based on qualifications, merit and cost effectiveness through accessible advertising.

3. LABOR COUNSEL

appointing Stephen Muschinski of Parker McCay as labor counsel for the period from January 6, 2016 through the January 2017 Board Reorganization meeting as per the following resolution:

- a. BE IT RESOLVED That Parker McCay be appointed labor counsel for the Voorhees Township Board of Education for the period from January 6, 2016 through the January 2017 Board Reorganization meeting.

FURTHER RESOLVED That this contract is awarded through a Request for Proposals for Professional Services with procedures designed to provide for a fair and open process in awarding contracts for professional services based on qualifications, merit and cost effectiveness through accessible advertising.

4. HEALTH BENEFITS CONSULTANT

appointing Greg Grimaldi of Conner Strong Companies, Inc. as health benefits consultant for the Voorhees Township Board of Education for the period from January 6, 2016 through the January 2017 Board Reorganization meeting as per the following resolution:

- a. BE IT RESOLVED That Gregory Grimaldi of Conner Strong Companies, Inc. be appointed health benefits consultant for the Voorhees Township Board of Education for the period from January 6, 2016 through the January 2017 Board Reorganization meeting.

FURTHER RESOLVED That this contract is awarded through a Request for Proposals for Professional Services with procedures designed to provide for a fair and open process in awarding contracts for professional services based on qualifications, merit and cost effectiveness through accessible advertising.

Motion carried, 8 ayes.

X. BOARD MEMBER APPOINTMENTS

Motion by Dr. Levy, seconded by Mr. Schmus, to approve:

1. appointing Mrs. Amy Lynch to the Camden County School Boards Association Executive Committee.
2. appointing Mrs. Denise Kirkland as a delegate to the New Jersey School Boards Association.
3. appointing Dr. Marissa Levy as an alternate delegate to the New Jersey School Boards Association.
4. appointing Mrs. Barbara Dunleavy to the New Jersey School Boards Association.
5. appointing Mr. Richard Horner to the Camden County Educational Services Commission.

Motion carried, 8 ayes.

XI. INFORMATION ITEMS

1. Harassment, Intimidation and Bullying

XII. SUPERINTENDENT'S REPORT

1. 2014-2015 PARCC Testing Results – Dr. Young
2. NJQSAC Equivalency Process for High Performing Districts
 - a. Open for Public Comment

There was no Public Comment

XIII. AUDIENCE PARTICIPATION

(The Board is limited in its ability to respond in public on the following matters: personnel, litigation, negotiations, attorney-client privilege.)

NONE

XIV. MEETING DATES

Wednesday, January 27, 2016 7:30 PM Board Meeting
Signal Hill School

XV. NEW BUSINESS

Motion by Mr. Karpf, seconded by Mr. Wojdon, to approve:

1. submitting an application for the NJQSAC Equivalency Process for High Performing Districts as shown on Attachment "B".

Motion carried, 8 ayes.

XVI. FINANCE

Motion by Mr. Karpf, seconded by Mr. Schmus, to approve:

1. accepting the Comprehensive Annual Financial Report and the Auditor's Management Report on Administrative Findings, Financial Compliance and Performance for the Board of Education of the Township of Voorhees School District for the fiscal year ended June 30, 2015. (On file with Board Secretary)

Summary of Audit available for public review.

- a. Finding No. 2015-001

Recommendation: That the District's Report of Transported Students (DRTRS) agree with supporting documentation.

Corrective Action Plan: Purchase and implementation of "Transfinder" transportation software which is integrated with the district's student data base software "Genesis".

2. the Certification of Implementation of Corrective Action Plan, completed November 13, 2015, as shown on Attachment "C".

Motion carried, 8 ayes.



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System Review Report

To the Partners of Bowman & Company LLP
And the Peer Review Committee of the New Jersey Society of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Bowman & Company LLP (the firm) in effect for the year ended May 31, 2014. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included (engagements performed under Government Auditing Standards; audits of employee benefit plans, and examinations of service organizations [Service Organizations Control (SOC) 1 engagements]).

In our opinion, the system of quality control for the accounting and auditing practice of Bowman & Company LLP in effect for the year ended May 31, 2014, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Bowman & Company LLP has received a peer review rating of pass.

EisnerAmper LLP
EisnerAmper LLP
Iselin, NJ
September 8, 2014

NJQSAC Equivalency Process for High Performing Districts

We are pleased to provide this information with regard to Voorhees Township School District's NJQSAC process. NJQSAC stands for New Jersey's Quality Single Accountability Continuum and is the Department of Education's monitoring and evaluation system for New Jersey public school districts.

QSAC evaluates districts through a single comprehensive accountability process that consolidates and incorporates the monitoring requirements of applicable state laws and programs and federally-required improvements. Through QSAC, districts are monitored according to five components that, based on research, have been identified to be key factors in effective school districts. They are Instruction & Program, Operations, Governance, Fiscal, and Personnel. This year, the NJDOE's has revised and streamlined the QSAC process for select districts.

We received notification that a state review of our district's submitted DPRs in each of the five QSAC areas has resulted in designation as a "High Performing District." Voorhees Township School District is therefore eligible to submit an equivalency application which will waive completion of an extensive District Performance Review and time-consuming QSAC monitoring.

Public comment on the proposal and process is provided tonight and the district will continue to submit annual Statement of Assurances until the next scheduled monitoring date, maintaining its high performing status for a period of three years. We are very pleased to have been recognized through QSAC, especially during this time of high accountability measures in public education. We plan to use the time and resources provided through this equivalency application to support continued best practices in the five key areas. Finally, we wish to acknowledge the contributions of all the members of our school community including our students, our school families, the Board of Education, the administration, teachers, support personnel, maintenance, and buildings and grounds personnel for their contributions to this well-deserved designation.

COUNTY: CAMDENCOUNTY CODE: # 07SCHOOL DISTRICT: VOORHEES TOWNSHIPDISTRICT CODE: # 5400

“EQUIVALENCY” means approval to achieve the intent of a specific rule through an alternate means that is different from, yet judged to be comparable to or as effective as, those prescribed within the rule.

1. List the Administrative Code citation(s) that necessitates the proposed equivalency. As the Department cannot approve an equivalency to an entire chapter, subchapter or section (e.g., N.J.A.C. 6A:5; N.J.A.C. 6A:5-1; or N.J.A.C. 6A:5-1.1, respectively), all applications must include a citation at least at the subsection level (e.g., N.J.A.C. 6A:5-1.1(a)).

N.J.A.C. 6A:30-3.1(a)-(d) and 3.2

2. Describe what the school district intends to accomplish that is currently prevented or disallowed by the existing rule(s).

The district is requesting relief from having to complete the Quality Single Accountability Continuum (QSAC) District Performance Review (DPR) and from undergoing QSAC monitoring.

3. Describe why an equivalency is necessary to accomplish the desired or measurable result(s). Describe the proposed equivalent.

N.J.A.C. 6A:30-3.1(a)-(d) and 3.2 require the district to complete a DPR for all five components of QSAC. The Department of Education established an equivalent process that allowed high performing districts to demonstrate continued compliance with QSAC regulations. This equivalent process involved the Department’s review of the district’s 2015-16 QSAC Statement of Assurance and analysis of other critical QSAC indicators in each of the five mandated areas. The district successfully met these requirements.

4. Describe the process, including solicitation of input and public comment, employed to inform the community, parents, district board of education members, administrators, and staff in the proposal’s development.

The process utilized by the Voorhees Township Board of Education and administration to develop the proposal for an equivalent process for compliance with QSAC regulations included five specific strategies of communication for input and dissemination of information that specifically addressed the five components of QSAC: Instruction & Program, Operations, Governance, Fiscal, and Personnel. First, district leaders met with the Voorhees School District’s “Key Communicators” on a quarterly basis. This is a group of community leaders representing various constituencies in Voorhees that represent government, business, law enforcement, higher education, and religious groups. Secondly, district leaders met with the officers of the parent organizations representing each school in the district on a quarterly basis. Additionally, district principals and directors met monthly with the assistant superintendents and superintendent. In order to gain information and deliver information to staff members and local union leaders, the Superintendent Roundtable met monthly with building representatives and minutes are disseminated to all staff members. Finally, monthly

committee meetings of the Board of Education including the Policy, Building and Grounds, and the Finance Committees were a forum to gather and disseminate information to the members of the Board of Education.

The input received and proposed action to be taken by the Voorhees Township Board of Education was disseminated through the superintendent, the chairpersons of each board committee, assistant superintendent for curriculum and instruction, and the assistant superintendent for business at monthly board meetings, budget hearings, and posted on the Voorhees School District website.

5. List the date the district board of education adopted a resolution supporting the proposed equivalency: January 6, 2016.

I, Raymond J. Brosel, certify that the information presented in this application is true and accurate to the best of my knowledge.

Raymond J. Brosel
CHIEF SCHOOL ADMINISTRATOR


SIGNATURE

1/7/16
DATE

CERTIFICATION OF IMPLEMENTATION OF CORRECTIVE ACTION PLAN

For the Fiscal Year Ended June 30, 2015School District/Charter School /Renaissance School Project Voorhees Township
County Camden

I hereby certify that all corrective actions listed on the district's /charter school's/renaissance school project's Corrective Action Plan (CAP) for the fiscal year indicated above have been fully implemented with the following exceptions:

CAP
Recommendation
Number

2015-001 No exception

Frank A. Bernardino 1/7/16
Board Secretary/Business Administrator Date

Raymond Benf 1/7/16
Chief School Administrator Date
Charter/Renaissance School Leader

For fiscal year ended June 30, 2015 submit no later than June 30, 2016 via upload to the CAFR Repository <http://homerom.state.nj.us/>

CORRECTIVE ACTION PLAN
For the Fiscal Year Ended June 30, 2015

*Not Required if there are no findings noted in both the CAFR and AMR.

SCHOOL DISTRICT/CHARTER/RENAISSANCE SCHOOL PROJECT

Voorhees Township

COUNTY Camden

CONTACT PERSON Dr. Frank T. DeBerardinis, Ed.D.

TYPE OF AUDIT Annual Independent Audit & Single Audit

TELEPHONE NUMBER (856) 751-8446 x 6114

DATE OF BOARD MEETING January 6, 2016

| RECOMMENDATION NUMBER | CORRECTIVE ACTION REQUIRED BY THE BOARD | METHOD OF IMPLEMENTATION | PERSON RESPONSIBLE FOR IMPLEMENTATION | PLANNED COMPLETION DATE OF IMPLEMENTATION |
|-----------------------|--|--|---------------------------------------|---|
| 2015-001 | That the District DRTRS agree with supporting documentation. | Purchase and implementation of "Transfinder" transportation software which is integrated with the district's student data base software "Genesis". | Dr. Frank T. DeBerardinis, Ed.D. | November 13, 2015 |


 CHIEF SCHOOL ADMINISTRATOR 1/7/16
 DATE


 BOARD SECRETARY/SCHOOL BUSINESS ADMINISTRATOR
 DATE

Attachment C
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 DATE
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Harassment, Intimidation and Bullying Report to the Board of Education October 26, 2015

| School | Incident Number | Investigation Results: | | For Student Who Committed Act of HIB | | Remedial Measures (Intervention, Counseling or other Services) for Target of HIB | Other Action Taken or Recommended by the Superintendent | Training Required |
|-------------|-----------------|------------------------|---------|--------------------------------------|--|--|---|-------------------|
| | | HIB | Not HIB | Code of Conduct Consequences | Remedial Measures (Intervention, Counseling or other Services) | | | |
| Signal Hill | 1 | | X | None | None | None | None | |
| | | | | | | | | |
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XVII. EXECUTIVE SESSION

Motion by Mr. Karpf, seconded by Mr. Schmus, to approve:

1. adjourning to Executive Session

BE IT RESOLVED That pursuant to Section 8 of the Open Public Meeting Act the public shall be excluded from that portion of the meeting involving a hearing of a student Harassment , Intimidation and Bullying appeal.

FURTHER RESOLVED That the discussion of such matters in Executive Session can be disclosed to the public at such time as the Board takes formal action.

Returned to Public Session at 8:38 PM

2. affirming the Superintendent's recommendation on HIB appeal as shown on Attachment "D".

Motion carried, 8 ayes.

XVIII. ADJOURNMENT

1. Motion by Mr. Wojdon, seconded by Mr. Horner, to approve adjourning the meeting at 8:40 PM.

Respectfully submitted,



Frank T. DeBerardinis, Ed.D.
Assistant Superintendent for
Business/Board Secretary

