

**THE BOARD OF EDUCATION FOR SPECIAL SERVICES SCHOOL DISTRICT &
VOCATIONAL TECHNICAL SCHOOL DISTRICT OF THE COUNTY OF SALEM**

Regular Board of Education Meeting
880 Route 45, Woodstown, NJ 08098
Tuesday, October 18, 2016 at 7:00 p.m.

PUBLIC AGENDA

I. PLEDGE OF ALLEGIANCE TO THE FLAG

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

II. CALL TO ORDER

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Salem County Special Services and Vocational Technical School Districts Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the South Jersey Times, and at the entrances of 404 Daretown Road, Elmer; 13 Ramah Road, Bridgeton; 45 Cheney Road, Woodstown; 360 Hollywood Avenue, Carneys Point; and 880 Route 45, Woodstown.

III. ROLL CALL

Mrs. Julie Smith	_____	Mr. Daryl Halter	_____
Mr. James Davis	_____	Mr. David Moffett	_____
Mr. Linwood Donelson III	_____	Ms. Margaret Nicolosi	_____
Mr. Earl Ransome	_____		

IV. MINUTES

It is recommended that the Board of Education approve the Minutes and Executive Minutes of the September 27, 2016 Board of Education Meeting.

V. ADDENDA

A. Acceptance of Agenda Addenda Items SCVTS

B. Acceptance of Agenda Addenda Items SCSSSD

VI. AUDIENCE PARTICIPATION I

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting.

Members of the public are encouraged to speak during this public portion of the meeting to comment on any agenda or agenda addendum items. Complaints stated, or actions requested by the public, will be taken under consideration at a later time/date. All comments shall be directed to the President of the Board of Education. Opportunity will be provided later in the agenda for general comments on non-agenda items. When addressing the Board of Education, please respect the following procedure:

1. Be recognized by the Board President.

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2. State your full name and address before commenting.
3. Identify the resolution on which you will be commenting.
4. Wait to be recognized before making your comments.
5. Limit your comments to the specific resolution.

VII. BOARD OF EDUCATION BUSINESS

A. Old Business-

B. New Business- Business Opportunity Presentation

C. Correspondence-Stem Innovation Award

D. Presentations-

Cumberland Student of the Month for September - Dorelys Guzman-Burgos

Daretown Student of the Month for September - Sincere Garrison

Salem Campus Student of the Month for September - Christian Swanson

Adult Post Secondary Education New Program Design January 2017

**VIII. BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT-
VOCATIONAL TECHNICAL SCHOOL DISTRICT**

A. Board Secretary Report

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 2016. The Board Secretary certifies that no line item account has been over-expended in violation of N.J.A.C. 6A:23-2.12 (a) 1 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Business Administrator/Board Secretary

October 18, 2016
Date

B. Reconciliation of Cash for School Funds Report

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the month August 2016. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of August 2016.

C. Board Secretary Certification

Board Secretary in accordance with N.J.A.C. 6A-23-2.12(c)2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

D. Board of Education Certification

It is recommended that the Board of Education, pursuant to N.J.A.C. 6A:23-2.12(c) 4, certifies that after review of the Secretary's Monthly Financial reports (Appropriations Section) and upon consultation with the appropriate District officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.12(a) 1 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

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E. Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds for the months ending September 15, 2016 to September 30, 2016.

F. Warrants

It is recommended that the Board of Education approve the following:

- Bills paid September 2016
- Checks Voided September 2016
- Board Payment Approval List September 2016

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation for Board of Education Approval of the NJDOE School Facilities Form M-1 for the Salem County Vocational Technical School.

It is recommendation that the Board of Education approve the NJDOE School Facilities Form M-1 for the Salem County Vocational Technical School.

2. Request and Recommendation for Board of Education Approval for Employees to have deductions made from their pay to make payments to The Learning Center Program.

It is recommended that the Board of Education approve employees to have deductions made from their pay to make tuition payments to The Learning Center Program.

3. Request and Recommendation for Board of Education Approval of the renewal of the service agreement with Johnson Controls, of Blackwood, New Jersey, for the maintenance of the Automatic Temperature Controls and for review of the Performance Monitoring Services at the Career and Technical High School.

It is recommended that the Board of Education approve the renewal of the service agreement with Johnson Controls, of Blackwood, New Jersey, for the maintenance of the Automatic Temperature Controls and for review of the Performance Monitoring Services at the Career and Technical High School for the period between November 1, 2016 to October 31, 2017 at an annual sum of \$15,647.00 to be paid in quarterly installments. The contract rate is the same as last year. A copy of the planned service renewal is attached.

4. Request and Recommendation by the School Business Administrator for Board of Education Approval to rescind a portion of our service agreement with Broadview Networks to switch to Xtel Communications for better rates for pots lines and VoIP services.

It is requested and recommended by the school business administrator that the Board of Education approve to rescind a portion of our service agreement with Broadview Networks to switch to Xtel Communications for better rates for pots lines and VoIP services.

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5. Request and Recommendation by the School Business Administrator for Board of Education Approval of a service agreement with Xtel Communications, Marlton, New Jersey, for pots lines and VoIP services.

It is requested and recommended by the school business administrator that the Board of Education approve a service agreement with Xtel Communications, Marlton, New Jersey, for pots lines and VoIP services. Said plan is similar to current service but at lower rates.

6. Request and Recommendation by the School Business Administrator for Board of Education Approval to terminate a service agreement with Tri-County Termite & Pest, Inc. effective November 1, 2016 for pest management services for the Salem County Vocational Technical School District.

It is requested and recommended by the school business administrator that the Board of Education approve to terminate a service agreement with Tri-County Termite & Pest, Inc. effective November 1, 2016 for pest management services for the Salem County Vocational Technical School District.

7. Request and Recommendation by the Business Administrator for Board of Education Approval of a service agreement with Hoffman's Exterminating Company, from Mantua, New Jersey, from November 1, 2016 to June 30, 2017 for pest management services for the Salem County Vocational Technical School District for the amount of \$600.00.

It is requested and recommended by the business administrator that the Board of Education approve a service agreement with Hoffman's Exterminating Company, from Mantua, New Jersey, from November 1, 2016 to June 30, 2017 for pest management services for the Salem County Vocational Technical School District for the amount of \$600.00.

IX. SUPERINTENDENT'S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT

A. New Business:

PERSONNEL:

PROFESSIONAL DEVELOPMENT:

1. Request and Recommendation for Board of Education Approval of Professional Development Workshops for Salem County Vocational Technical Schools Personnel.

It is recommended by the Superintendent that the Board of Education approve professional development workshops for the Salem County Vocational Technical Schools personnel.

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Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
National Career Academy Coalition Annual Conference, Tampa Marriott Waterside, Tampa, FL, November 7-9, 2016 Costs being reapproved after travel arrangements were finalized. Trip board approved at the September 27, 2016 meeting	Jennifer Bates	\$490.56 hotel \$300.00 airfare \$600 registration \$216 meals \$108 parking \$50 transportation	\$1,764.56
Cisco on the Road, King of Prussia, PA, November 15, 2016	Karlyle Adams	\$26.66 mileage \$6.00 tolls	\$32.66
BLS Provider Instructor Course, Team Life Office, Colts Neck, NJ, December 8, 2016	Wandra Wells	\$375.00 \$60.76 mileage \$10.00 tolls	\$445.76
Google Educator Training- EIRC, November 17, 2016 and November 18, 2018	Jennifer Bates	\$300 Registration (Title II A Funds)	\$300
Diagnostic Scan Tool/Pro-cut Lathe Demonstration, Camden County College, Blackwood, NJ Campus, December 2, 2016	Matthew DiTizio	No Cost	\$85.00 Substitute
Diagnostic Scan Tool/Pro-cut Lathe Demonstration, Camden County College, Blackwood, NJ Campus December 2, 2016	Garry Dolbow	No Cost	\$85.00 Substitute
UTI, Exton Educator Seminar, A/C and tire pressure monitoring system workshop, UTI – Exton, PA, May 10, 2017	Garry Dolbow	\$27.90 mileage	\$27.90 mileage \$85.00 Substitute
Introduction to SimPad for Nursing Manikins at Salem Community College, November 29, 2016	Frank Walsh, Wandra Wells, Shachara Adams	None	None

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PROGRAMS:

- 1. Request and Recommendation for Board of Education Approval to accept the submission of the NJQSAC Statement of Assurance and Facilities Checklist for the Salem County Vocational Technical School District.**

It is recommended by the Superintendent that the Board of Education accept the submission of the NJQSAC Statement of Assurance and Facilities Checklist for the Salem County Vocational Technical School District. This is an annual requirement of the New Jersey Quality Single Accountability Continuum (NJQSAC). The Statement of Assurance is attached.

- 2. Request and Recommendation for Board of Education Approval for the Adult Cosmetology Program to Host a Cut-A-Thon During the 2016-2017 School Year.**

It is recommended by the Superintendent that the Board of Education approve the Adult Cosmetology Program to host a City of Hope's, Hope Cuts Cut-A-Thon event on Friday, March 31, 2017 at the Salem Community College, Room 102 in the Tillis Building from 10:00 AM to 3:30 PM. All proceeds go to the City of Hope.

- 3. Request and Recommendation for Board of Education Approval of Adult Post Secondary Education Program Classes for the 2016-2017 School Year.**

It is recommended by the Superintendent that the Board of Education approve the following Adult Education Program classes for the 2016-2017 school year. Certificates will be issued to students completing the classes. Approved Perkins PostSecondary funds will be utilized to cover the cost of the classes.

Class	Cost	Date
Academy Pro Hair Extension Certification class	Not to exceed \$4,425	October 4, and 25, 2016
Academy Pro Airbrush Makeup Certification class	Not to exceed \$4,000	January 10 and 24, 2017

- 4. Request and Recommendation for Board of Education Approval of an Agreement Between the Salem County ETTC and Regna Services, LLC for the 2016-2017 School Year.**

It is recommended by the Superintendent that the Board of Education approve an agreement between the Salem County ETTC and Regna Services, LLC for an At Risk Student Education Series: Fostering Positive Youth Engagement and Prevention program designed to work directly with the Alternative Middle and High School students and staff of Salem County Special Services during the 2016-2017 school year beginning October 17, 2016.

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5. Request and Recommendation for Board of Education Approval of Curriculum In Action Experiences for the Salem County Vocational Technical Schools.

It is recommended by the Superintendent that the Board of Education approve the curriculum in action field trips for the Salem County Vocational Technical Schools. Experiences for approval are listed in the chart below.

Curriculum in Action Experience	Attendees	Date	District Cost
AFJROTC, United States Naval Academy, Annapolis, MD	Twenty-five (25) Cadets and two (2) chaperones attending a football game and touring the Naval Academy	October 22, 2016	\$307.18 BR Williams – Acct# 11-000-270-512-40-002
Career Council College Fair, Riverwinds, West Deptford, NJ	Open to all full-time CTHS Seniors	October 27, 2016	No Cost to District
Cooper University Hospital, Rowan Medical School at Cooper, Camden, NJ	Fifteen (15) Allied Health students and one (1) chaperone	November 2, 2016	\$150.00 – SCVTS Bus Acct# 11-000-270-512-03-002 \$85.00 Substitute
Wilmington University Trip, Wilmington, DE	Thirty (30) CTHS Seniors and two (2) chaperones	November 4, 2016	No Cost to District
FFA Fall Career Development Event, Rutgers, New Brunswick, NJ	Sixteen (16) FFA students and one (1) chaperone	November 17, 2016	\$274.26 - BR Williams (FFA student activity account) \$85.00 Substitute
AFJROTC, Drill/Academic Teams Competition, Jackson Central High School, Jackson, NJ	Twenty (20) Cadets and two (2) chaperones	November 19, 2016	\$307.18 BR Williams – Acct# 11-000-270-512-40-002
AACA Auto Museum Inc., Hershey, PA	Thirteen (13) Auto Collision students and one (1) chaperone	November 21, 2016	\$307.18 - BR Williams Acct# 11-000-270-512-05-002 \$85.00 Substitute
FFA 212 Conference, Rutgers, Cook-Douglas Campus, New Brunswick, NJ	Twenty (20) FFA students and one (1) chaperone	December 10, 2016	\$307.18 – BR Williams (FFA student activity account)

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Class of 2020 YMCA Camp Ockanickon, 1303 Stokes Road, Medford, NJ	Fifty (50) freshmen and four (4) chaperones	May 12, 2017	\$307.18 – BR Williams (All classes student activity account) \$340.00 Substitute
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6. Request and Recommendation for Board of Education Approval of a Trip to The Culinary Institute of America in Hyde Park, NY on February 7-8, 2017.

It is requested by the Superintendent that the Board of Education approve twenty-four (24) Culinary Arts students and one (1) chaperone, Brian Quinn to attend The Culinary Institute of America in Hyde Park, NY on February 7th and February 8th, 2017. A cost breakdown for the trip follows:

Cost to District

Transportation (BR Williams) - plus hotel for driver \$1000.00 Acct# 11-000- 270-512-11-002

Hotel – \$110.00 (Brian Quinn only, students paying for themselves)

Chaperone Fee - \$75.00 per night (Acct# 11-140-100-101-11-002)

Breakfast included – students are responsible for other meals

Substitute - \$85.00 per day

7. Request and Recommendation for Board of Education Approval of fundraising activities for the Career and Technical High School for the 2016-2017 school year. In accordance with Board of Education Policy 6660, the individual responsible for conducting the fundraiser must submit proof of receipts and disbursements to the Business Administrator after the activity is completed.

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
A.	AFJROTC	Annual Holiday Wreath Sale (Sherwood Forest Farms)	October 20 – November 8, 2016
B.	Class of 2018	Joe Corbi's	October 20 – November 2, 2016
C.	Garden Club	Halloween Mobile Bake Sale - Pumpkin coffee and Halloween themed treats will be sold to support projects in the garden.	October 28, 2016 8:00am – 9:30am
D.	Class of 2019	Hat Day - \$1.00 to wear a hat	November 1, 2016 – June 1, 2017 (would be on the 3 rd Thursday of each month)
E.	Class of 2019	Bread Baking Class \$35.00 to attend	November 2, 2016 *November 3, 2016 (if extra night needed)*

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F.	FFA	Bake Sale - Woodstown Tractor Supply	November 5, 2016
G.	NTHS	Mad Hatter Day - \$1.00 to wear a hat	November 18, 2016
H.	Class of 2019	Basketball Tournament \$5.00 to play and \$3.00 to watch	November 18, 2016
I.	Class of 2019	Pie Baking Class \$35.00 to attend	November 21, 2016 *November 22, 2016 (if extra night needed)*
J.	AFJROTC	Annual Pie in the Eye Event \$1.00 per vote	November 23, 2016
K.	Class of 2019	Krispy Kreme	Twice a year/dates to be approved by the Principal between November 1, 2016 and June 1, 2017
L.	Class of 2019	Holiday Cookies Class \$35.00 to attend	December 14, 2016 *December 15, 2016 (if extra night needed)*
M.	Class of 2019	Chocolate Confections Class \$35.00 to attend	December 21, 2016 *December 22, 2016 (if extra night needed)*
N.	Class of 2017	Morey's Pier Fundraiser – Water Park, Amusement Park and Combination Park Passes will be sold Prices range from \$30-\$50	February 1, 2017 – April 28, 2017

8. Request and Recommendation for Board of Education Approval of Student Community Service Projects for the 2016-2017 school year.

Community Service Project	Date	District Cost
HOSA Fall Food Collection - non-perishable food donations for a local food bank	October 20 – November 21, 2016	\$0
FFA Roadside Clean-up - Bailey Street, Woodstown, NJ - FFA sponsors clean-up for this road in Salem County	November 5, 2016	\$0
NTHS Hats Off for Cancer Charity Event - new hat donations for children with cancer	November 15 – November 18, 2016	\$0

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9. Request and Recommendation for Board of Education Approval of the Second Reading and Purchase of Textbooks for the Career and Technical High School for the 2016-2017 School Year.

It is recommended by the Superintendent that the Board of Education approve the second reading and purchase of textbooks listed below for the Career and Technical High School for the 2016 – 2017 school year. Readability studies have been completed and reviewed in accordance with the Affirmative Action Policy.

Textbooks	Class	ISBN
Elementary Statistics: Pearson Education Inc. 2015	Statistics	978-0-321-91121-6
PreCalculus with Limits: Cengage Learning 2014	PreCalculus	978-1-285-05943-3

B. Old Business:

1.

POLICY:

1. It is recommended by the Superintendent that the Board of Education approve and adopt the following district policies and regulations:

Policy Alert #208 - These policies are listed as one document from the first reading on March 22, 2016 due to the inability to link to the original individual policies.

- P 0167 Public Participation in Board Meetings (Revised)
- P 0168 Recording Board Meetings (Revised)
- P 2422 Health and Physical Education (Revised)
- P & R 5310 Health Services (M) (Revised)
- P & R 5330.01 Administration of Medical Marijuana (M) (New)
- P 5460 High School Graduation (M) (Revised)
- P & R 8462 Reporting Potentially Missing or Abused Children (M) (Revised)
- P 8550 Outstanding Food Service Charges (Revised)

2. It is recommended by the Superintendent that the Board of Education approve the first reading of the following district policies and regulations (deletions are strikethrough and additions are in bold):

- 1140 Affirmative Action Program – Policy (M)
- 1220 Employment of Chief School Administrator – Policy (M)
- 1310 Employment of School Business Administrator/Board Secretary - Policy
- 1523 Comprehensive Equity Plan – Policy (M)

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- 1530 Equal Employment Opportunities – Policy & Regulation (M)
- 1550 Affirmative Action Program for Employment and Contract Practices – Policy (M)
- 2200 Curriculum Content – Policy & Regulation (M)
- 2260 Affirmative Action Program for School and Classroom Practices – Policy (M)
- 2411 Guidance Counseling - Policy & Regulation (M)
- 2414 Programs and Services for Students in High Poverty and in High Need School Districts -Regulation (M)
- 2423 Bilingual and ESL Education – Policy & Regulation(M)
- 2610 Educational Program Evaluation – Policy (M)
- C2622 Student Assessment – Policy (M)
- 3111 Creating Positions – Policy
- 3124 Employment Contract - Policy
- 3125 Employment of Teaching Staff Members – Policy (M)
- 3125.2 Employment of Substitute Teachers – Policy
- 3126 District Mentoring Program – Policy & Regulation
- 3141 Resignation - Policy
- 3144 Certification of Tenure Charges – Policy & Regulation
- 3159 Teaching Staff Member/School District Reporting Responsibilities - Policy
- 3231 Outside Employment as Athletic Coach - Policy
- 3240 Professional Development for Teachers and School Leaders – Policy (M)
- 3240 Professional Development for Teachers and School Leaders – Regulation
- 3244 In-Service Training - Policy & Regulation (M) (Abolished)
- 4159 Support Staff Member/School District Reporting Responsibilities - Policy
- 5305 Health Services Personnel – Policy
- 5330 Administration of Medication – Regulation (M)
- 5339 Screening for Dyslexia – Policy (M)
- 5350 Student Suicide Prevention - Policy
- 5350 Student Suicide - Regulation
- 5460 High School Graduation – Policy (M)
- 5514 Student Use of Vehicles on School Grounds - Policy
- 5514 Student Use of Vehicles – Regulation (Abolished)
- 5750 Equal Educational Opportunity – Policy (M)
- 5755 Equity in Educational Programs and Services – Policy(M)
- 7481 Unmanned Aircraft Systems (UAS also known as Drones) - Policy (New)
- 8441 Care of Injured and Ill Persons – Policy & Regulation (M)
- 8454 - Management of Pediculosis – Policy (New)
- 8630 Bus Driver/Bus Aide Responsibility – Policy (M)
- 8630 Emergency School Bus Procedures – Regulation (M)
- 9541 Student Teachers/Interns - Policy

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INFORMATIONAL ITEMS

CTHS Principal's Report
CTHS Discipline Report
SCVTS Program Enrollment Report

1. **Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCVTS (May Be Appropriate for Closed Session) (Handout)**

It is recommended that the Board of Education accept and approve the HIB report as presented.

**X. BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT-
SPECIAL SERVICES SCHOOL DISTRICT**

A. Board Secretary Report

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 2016. The Board Secretary certifies that no line item account has been over-expended in violation of N.J.A.C. 6A:23-2.12 (a) 1 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

	October 18, 2016
Business Administrator/Board Secretary	Date

B. Reconciliation of Cash for School Funds Report

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the month August 2016. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of August 2016.

C. Board Secretary Certification

Board Secretary in accordance with N.J.A.C. 6A-23-2.12(c)2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

D. Board of Education Certification

It is recommended that the Board of Education, pursuant to N.J.A.C. 6A:23-2.12(c) 4, certifies that after review of the Secretary's Monthly Financial reports (Appropriations Section) and upon consultation with the appropriate District officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.12(a) 1 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

E. Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds for the months ending September 15, 2016 to October 13, 2016

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F. Warrants

It is recommended that the Board of Education approve the following:

- Board Payment Approval List September 2016

G. Board Secretary/Business Administrator New Business:

- 1. Request and Recommendation for Board of Education Approval of the NJDOE School Facilities Form M-1 for the Salem County Special Services School District.**

It is recommendation that the Board of Education approve the NJDOE School Facilities Form M-1 for the Salem County Special Services School District.

- 2. Request and Recommendation for Board of Education Approval to Void Check #37849 for \$408.00 dated 6/30/16 to Christine Brooks (Tuition Reimbursement). New check will be issued for the same amount.**

It is recommended that the Board of Education approve voiding check #37849 in the amount of \$408.00 dated 6/30/16 to Christine Brooks. Original check was never received by the employee and was apparently lost in the mail. The check was never cashed, and a "Stop Check" was issued at the bank. A replacement check in the same amount will be issued.

- 3. Request and Recommendation for Board of Education Approval for Employees to have deductions made from their pay to make payments to The Learning Center Program.**

It is recommended that the Board of Education approve employees to have deductions made from their pay to make tuition payments to The Learning Center Program.

XI. SUPERINTENDENT'S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

A. New Business:

PERSONNEL:

- 1. Request and Recommendation for Board of Education Approval of the Employment Contract of John R. Swain, Superintendent for the Salem County Special Services School District and the Salem County Vocational Technical School District Effective July 1, 2016.**

It is recommended by the Superintendent that the Board of Education approve the employment contract of John R. Swain as Superintendent for the Salem County Special Services School District and the Salem County Vocational Technical School District effective July 1, 2016 through June 30, 2020. Final approval of Mr. Swain's contract has been given by the Interim Executive Regional Superintendent, Margaret Nicolosi.

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- 2. Request and Recommendation of the Superintendent for Board of Education Approval to the Increase in Hourly Rate for Arlene Padden, Contracted Speech Language Specialist, from the Rate of \$76.00/hour to \$79.00/hour. Effective September 1, 2016.**

It is recommended by the Superintendent that the Board of Education approve Arlene Padden, Contracted Speech Language Specialist, from the rate of \$76.00/hour to \$79.00/hour, effective September 1, 2016 for the 2016-2017 school year. This is due to a contractual increase.

- 3. Request and Recommendation of the Superintendent for Board of Education Approval to Employ Michael Costello as the Physical Education Instructor - Salem Campus.**

It is recommended by the Superintendent that the Board of Education approve Michael Costello, Physical Education Instructor - Salem Campus, at the prorated salary of \$51,830 (BA-1 +30) effective October 17, 2016 until June 30, 2017.

- 4. Request and Recommendation of the Superintendent for Board of Education Approval to Employ Christopher Sipple as an Instructional Assistant - Daretown.**

It is recommended by the Superintendent that the Board of Education approve Christopher Sipple, Instructional Assistant - Daretown Campus, at the prorated salary of \$17,794 (IA-3) effective October 19, 2016 until June 30, 2017.

- 5. Request and Recommendation of the Superintendent for Board of Education Approval to Employ Rebecca Souraj as District Substitute Nurse.**

It is recommended by the Superintendent that the Board of Education approve Rebecca Souraj, District Substitute Nurse, at the daily rate of \$135.00 effective October 11, 2016 until June 30, 2017.

- 6. Request and Recommendation of the Superintendent for Board of Education Approval to Employ Kelli Parks as District Substitute Nurse.**

It is recommended by the Superintendent that the Board of Education approve Kelli Parks, District Substitute Nurse, at the daily rate of \$135.00 effective October 1, 2016 until June 30, 2017.

- 7. Request and Recommendation of the Superintendent for Board of Education Approval to Employ Jamie Ramsey as Substitute Instructional Assistant.**

It is recommended by the Superintendent that the Board of Education approve Jamie Ramsey, Substitute Instructional Assistant, at the daily rate of \$60.00 effective October 15, 2016 until June 30, 2017.

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8. Request and Recommendation for Board of Education Approval to Employ Mary-Catherine Jenkins as an Independent Contractor for Early Intervention at the rate of \$48.00/hour.

It is recommended by the Superintendent that the Board of Education approve Mary-Catherine Jenkins as an Independent Contracted Developmental Interventionists for Early Intervention, effective October 1, 2016 at the hourly rate of \$48.00/hour.

9. Request and Recommendation for Board of Education Approval to Employ Donald McGowan as an Independent Contractor for Early Intervention at the rate of \$48.00/hour.

It is recommended by the Superintendent that the Board of Education approve Donald McGowan as an Independent Contracted Developmental Interventionists for Early Intervention, effective October 1, 2016 at the hourly rate of \$48.00/hour.

10. Request and Recommendation of the Superintendent for Board of Education Approval of Emily Morales, Graduate Student from Stockton, to observe Occupational Therapists.

It is recommended by the Superintendent that the Board of Education approve Emily Morales, graduate student from Stockton, to observe Occupational Therapists in preparation for starting a degree program. She will be observing in our in-district programs this fall.

11. Request and Recommendation of the Superintendent for Board of Education Approval to Accept the Resignation of Eric Fizur, Instructional Assistant-Daretown Campus, effective October 14, 2016.

It is recommended by the Superintendent that the Board of Education accept the resignation of Eric Fizur, Instructional Assistant-Daretown Campus effective October 14, 2016.

PROFESSIONAL DEVELOPMENT

1. Request and Recommendation for Board of Education Approval of Professional Development Workshops for Salem County Special Services School District Personnel.

It is recommended by the Superintendent that the Board of Education approve the following professional development activities and costs associated with the activities for the 2016-2017 school year:

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Cost of Sub	Total Cost
Unique Curriculum Technology Implementation and Infusion (EIRC), November 2016 - April 2017 (multiple sessions)	Cumberland Campus Instructional Staff	\$5,000	\$0	\$5,000

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<i>ASHA Convention</i> Sponsored by ASHA- Philadelphia, PA November 17-19, 2016	Jane Whittinghill	\$445 Registration \$15 Parking & Tolls	N/A	\$460.00
<i>Community Based Instruction Program Showcase 2016-2017</i> Sponsored by NJ DOE/Rutgers Learning Resource Center South - Blackwood, NJ January 18, 2017	Jim Helder Robin Boucher William Pennock Julie D'Attilio Laura Bocchicchio	\$12 pp registration \$14.57 pp mileage	\$170	\$302.85
<i>Seven Day Training Series in Community-Based Instruction for Students with Disabilities</i> Sponsored by NJ DOE/Rutgers Learning Resource Center South - Blackwood, NJ 11/28/16, 12/7/16, 2/15/17, 3/29/17, 4/26/17, 5/17/17	Jim Helder Robin Boucher William Pennock Julie D'Attilio Laura Bocchicchio	\$84 pp registration \$14.57 pp x 7 days = \$101.99	\$170	\$954.25
<i>The Special Services Director's Toolkit</i> Sponsored by NJPSAFE Forsgate Country Club, Monroe Twp, NJ November 1, 2016	Todd Slimm	\$149 Registration Mileage & Tolls \$75.51	N/A	\$224.51
<i>Structure Learning Experience Supervision</i> Sponsored by NJ DOE/Office of Special Ed Programs/Rutgers 2/1/17, 2/2/17, 2/14/17, 2/15/17, 2/16/17, 2/23/17	Oliver Avis	\$786 Registration \$14.57 for each day = \$87.42	N/A	\$873.42
<i>MD Low Vision (Sensory)</i> Sponsored by LBVI Windsor, NJ - October 12, 2016 (Written approval given by Dave Moffett)	Melissa Dickson	Free registration \$26.16 Mileage	N/A	\$26.16

PROGRAMS:

1. Request and Recommendation for Board of Education Approval to accept the submission of the NJQSAC Statement of Assurance and Facilities Check Lists for the Salem County Special Services District.

It is recommended by the Superintendent that the Board of Education accept the submission of the NJQSAC Statement of Assurance and Facilities Checklists (Daretown, Cumberland Campus, RDS) for the Salem County Special Services District. This is an annual requirement of the New Jersey Quality Single Accountability Continuum (NJQSAC).

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2. Request and Recommendation for Board of Education Approval for 8th Annual Special Needs Fundraiser.

It is recommended by the Superintendent that the Board of Education approve the 8th Annual Walk for Special Needs Fundraiser to be held at Schalick High School on May 6, 2017 (Rain date May 13, 2017). There is a \$20 participation fee. Proceeds will benefit the Special Services Programs.

3. Request and Recommendation for Board of Education Approval for the Salem Campus Fundraiser Selling District shirts.

It is recommended by the Superintendent that the Board of Education approve the Salem Campus fundraiser selling District shirts. The shirts will have the SCSSSD logo on them and proceeds from the sale will go towards the SCSSSD prom and other related TCP activities. Salem Campus teacher, Michael Pavesi, will oversee the sale and will report back to the Principal.

4. Request and Recommendation for Board of Education Approval of an Agreement Between the Salem County ETTC and Regna Services, LLC for the 2016-2017 School Year.

It is recommended by the Superintendent that the Board of Education approve an agreement between the Salem County ETTC and Regna Services, LLC for an At Risk Student Education Series: Fostering Positive Youth Engagement and Prevention program designed to work directly with the Alternative Middle and High School students and staff of Salem County Special Services during the 2016-2017 school year beginning October 17, 2016.

5. Request and Recommendation for Board of Education Approval of Peach Country Tractor as a TCP Social Trip Site.

It is recommended by the Superintendent that the Board of Education approve Peach Country Tractor as a social trip site. TCP students will be designing and constructing a sensory garden at the Salem Campus and they will be visiting Peach Country Tractor to get ideas and price out items.

6. Request and Recommendation for Board of Education Approval of the Field Trip Requests for the Months of October through December 2016.

It is recommended by the Superintendent that the Board of Education approve the attached field trips for the 2016-2017 school year:

PROGRAM	LOCATION	DATE	COST	BUS COST	7% FEE	TOTAL COST
Daretown	Parvin State Park (Pittsgrove, NJ) To learn about local flora/fauna and conservation issues	10/21 (Rain Date 10/26)	\$0.00	\$297.00	\$20.79	\$317.79
Daretown	G&G Farm Market (Logan Township, NJ) Gold activity to discover harvest time.	10/25	\$144.00	\$165.00	\$11.55	\$320.55

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Daretown	Mutter Museum (Philadelphia, PA) To help the students understand the mysteries and beauty of the human body and appreciate the history of diagnosis and treatment of disease.	11/1	\$300.00	\$280.00	\$19.60	\$599.60
Cumberland Campus	Holly City Family Center Pool (Millville, NJ) To promote physical fitness through swimming and aquatic exercise.	11/1	\$0.00	\$660.00	\$46.20	\$706.20
Upper Pittsgrove	Danny's Pizza Pizzazz (Franklinville, NJ) Life skills/social skills/refresher "hands on lesson" about producers and consumers.	11/8	\$0.00	\$170.00	\$11.90	\$181.90
Cumberland Campus	Holly City Family Center Pool (Millville, NJ) To promote physical fitness through swimming and aquatic exercise.	11/15	\$0.00	\$990.00	\$69.30	\$1,059.30
Cumberland Campus	Holly City Family Center Pool (Millville, NJ) To promote physical fitness through swimming and aquatic exercise.	11/29	\$0.00	\$660.00	\$46.20	\$706.20
Cumberland Campus	Holly City Family Center Pool (Millville, NJ) To promote physical fitness through swimming and aquatic exercise.	12/13	\$0.00	\$990.00	\$69.30	\$1,059.30

B. Old Business:

1.

POLICY:

- It is recommended by the Superintendent that the Board of Education approve and adopt the following district policies and regulations:

Policy Alert #208 (Attachment)

P 0167

Public Participation in Board Meetings (Revised) (Attachment)

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- P 0168 Recording Board Meetings (Revised) (Attachment)
- P 2422 Health and Physical Education (Revised) (Attachment)
- P & R 5310 Health Services (M) (Revised) (Attachment) (Attachment)
- P & R 5330.01 Administration of Medical Marijuana (M) (New) (Attachment) (Attachment)
- P 5460 High School Graduation (M) (Revised)(Attachment)
- P & R 8462 Reporting Potentially Missing or Abused Children (M) (Revised) (Attachment) (Attachment)
- P 8550 Outstanding Food Service Charges (Revised) (Attachment)

4. It is recommended by the Superintendent that the Board of Education approve the first reading of the following district policies and regulations (deletions are strikethrough and additions are in bold):

- 1140 Affirmative Action Program – Policy (M)
- 1220 Employment of Chief School Administrator – Policy (M)
- 1310 Employment of School Business Administrator/Board Secretary - Policy
- 1523 Comprehensive Equity Plan – Policy (M)
- 1530 Equal Employment Opportunities – Policy & Regulation (M)
- 1550 Affirmative Action Program for Employment and Contract Practices – Policy (M)
- 2200 Curriculum Content – Policy & Regulation (M)
- 2260 Affirmative Action Program for School and Classroom Practices – Policy (M)
- 2411 Guidance Counseling - Policy & Regulation (M)
- 2414 Programs and Services for Students in High Poverty and in High Need School Districts -Regulation (M)
- 2423 Bilingual and ESL Education – Policy & Regulation(M)
- 2610 Educational Program Evaluation – Policy (M)
- C2622 Student Assessment – Policy (M)
- 3111 Creating Positions – Policy
- 3124 Employment Contract - Policy
- 3125 Employment of Teaching Staff Members – Policy (M)
- 3125.2 Employment of Substitute Teachers – Policy
- 3126 District Mentoring Program – Policy & Regulation
- 3141 Resignation - Policy
- 3144 Certification of Tenure Charges – Policy & Regulation
- 3159 Teaching Staff Member/School District Reporting Responsibilities - Policy
- 3231 Outside Employment as Athletic Coach - Policy
- 3240 Professional Development for Teachers and School Leaders – Policy (M)
- 3240 Professional Development for Teachers and School Leaders – Regulation
- 3244 In-Service Training - Policy & Regulation (M) (Abolished)

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4159	Support Staff Member/School District Reporting Responsibilities - Policy
5305	Health Services Personnel – Policy
5330	Administration of Medication – Regulation (M)
5339	Screening for Dyslexia – Policy (M)
5350	Student Suicide Prevention - Policy
5350	Student Suicide - Regulation
5460	High School Graduation – Policy (M)
5514	Student Use of Vehicles on School Grounds - Policy
5514	Student Use of Vehicles – Regulation (Abolished)
5750	Equal Educational Opportunity – Policy (M)
5755	Equity in Educational Programs and Services – Policy(M)
7481	Unmanned Aircraft Systems (UAS also known as Drones) - Policy (New)
8441	Care of Injured and Ill Persons – Policy & Regulation (M)
8454 -	Management of Pediculosis – Policy (New)
8630	Bus Driver/Bus Aide Responsibility – Policy (M)
8630	Emergency School Bus Procedures – Regulation (M)
9541	Student Teachers/Interns - Policy

INFORMATIONAL ITEMS

1. Request and Recommendation for Board of Education to Accept the Student Placement Report for the Month of September.

It is recommended that the Board of Education to accept the Student Placement Report for the month of September.

2. Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCSSSD (May Be Appropriate for Closed Session) (Handout)

It is recommended that the Board of Education accept and approve the HIB report as presented.

3. Principal's/Administrator's Reports

Cumberland Campus
Daretown
Salem Campus
Upper Pittsgrove

XII. AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting.

Members of the public are encouraged to speak during this public portion of the meeting to comment on other relevant matters related to the school districts or the

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operations thereof. Complaints stated, or actions requested by the public, will be taken under consideration at a later time/date. All comments shall be directed to the President of the Board of Education. Opportunity will be provided later in the agenda for general comments on non-agenda items. When addressing the Board of Education, please respect the following procedure:

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the resolution on which you will be commenting.
4. Wait to be recognized before making your comments.
5. Limit your comments to the specific resolution.

XIII. RECESS INTO EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session; now therefore,

BE IT RESOLVED by the Board of Education for Special Services School District and Vocational Technical School District of the County of Salem, that it is necessary to meet in executive session to discuss certain items involving:

1. Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:

2. Matters in which the release of information would impair the right to receive government funds, and specifically:

3. Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically:

4. Matters concerning negotiations, and specifically:

5. Matters involving the purchase of real property and/or the investment of public funds, and specifically:

6. Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically:

7. Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:
Bus incident involving RDS employees

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8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:

9. Matters involving quasi-judicial deliberations, and specifically:

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board of Education will/will not return to open session to conduct business at the conclusion of the executive session.

XIV. RESUMPTION OF PUBLIC PORTION OF THE MEETING

XV. ADJOURNMENT