

**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, November 22, 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

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

IV. MINUTES

It is recommended that the Board of Education approve the Minutes of the October 11, 2016 Board of Education Meeting and the Minutes and Executive Minutes from the October 18, 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.
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.

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VII. BOARD OF EDUCATION BUSINESS

A. Old Business-

B. New Business-

C. Correspondence

- Stem Innovation Award
- Thank you note from Christian

D. Presentations

- Pre-School Curriculum - Brenda Russell
- Upper Pittsgrove Student of the Month - Isaiah Langston
- Daretown Elementary Student of the Month - Jericho Diaz
- Daretown Secondary Student of the Month - Ivan Pacheco
- Cumberland Student of the Month - Darnell Henry

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 September 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

November 22, 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 September 2016. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of September 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 30, 2016 to October 31, 2016.

F. Warrants

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

- Bills paid September 2016, October 2016
- Checks Voided October 2016
- Board Payment Approval List Benefits Posting October 2016

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G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation for Board of Education Approval to Accept a Donation from “South Jersey Wheelmen Bicycle Club” in the Amount of \$50.00.

It is recommended that the Board of Education grant approval to accept a donation from “South Jersey Wheelmen Bicycle Club” in the amount of \$50.00.

2. Request and Recommendation for Board of Education Approval of the 2016-2017 EMC Software License Agreement for the Salem County Vocational Technical School in the amount of \$17,637.00.

It is recommended that the Board of Education approve the 2016-2017 EMC Software License Agreement for the Salem County Vocational Technical School in the amount of \$17,637.00.

Application:

School Budget, Accounting Reporting System	\$ 4,825.00
Requisition System	\$ 3,200.00
Accounts Receivable System	\$ 4,100.00
School Payroll System	\$ 2,412.00
Agency Accounting System	
School Personnel Information System	\$ 3,100.00
Fixed Assets Account System	
Activities Accounting System	
Total	\$17,637.00

3. Request and Recommendation by the School Business Administrator for the Board of Education to Accept a Response to our Request for Proposal from Comegno Law Group for a School Attorney for Salem County Vocational Technical School.

It is recommended by the school business administrator that the Board of Education accept a response to our request for proposal from Comegno Law Group for a school attorney for Salem County Vocational Technical School. The legal services are as follows:

Attorneys (Partners & Associates)

<u>Services</u>	<u>Hourly Rate</u>
All Services, i.e., Special Counsel, Special Education, Labor and Personnel, Construction, Court Time, etc.	\$175
<u>Paralegals</u>	
All Services, i.e., Special Counsel, Special Education, Labor and Personnel, Construction, Court Time, etc.	\$ 85

Billable Expenses (Other Costs/Expenses, including, but not limited to the following)

- Courier and other delivery expenses (including Federal Express, postage, etc.);
- On line legal research;
- Litigation expenses (including court costs, expert fees, subpoena fees, court reporter service, court reporting fees, etc...);

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- Travel expenses (including mileage, tolls, lodging, meal, etc...);
- Photocopying;
- Scanning; and
- Telecopying.

As there were no other responses the Business Administrator recommends the acceptance of the proposal for the 2016-2017 school year.

4. Request and Recommendation by the School Business Administrator for Board of Education Approval of a Contract with Ricoh to update our software to DocuWare in place of the Fortis document management system. The total cost is \$6,579.00.

It is requested and recommended by the school business administrator that the Board of Education approve a contract with Ricoh to update our software to DocuWare in place of the Fortis document management system. The total cost is \$6,579.00.

5. Request and Recommendation for Board of Education Approval of a Contract for Supplemental Snow Plowing effective December 1, 2016 through April 30, 2017 to Wright’s Lawn Service, LLC.

It is requested and recommended by the school business administrator that the Board of Education approve a contract for supplemental snow plowing effective December 1, 2016 through April 30, 2017 to Wright’s Lawn Service, LLC. Based upon the attached specifications, quotes were received on October 12, 2016 for Supplemental Snow Removal for the Salem County Board for Vocational Education and the Salem County Special Service School District. Seven companies were contacted for a quote. A copy of the contract, as proposed, is attached.

SPECIFICATIONS

Wright’s Lawn Service

Truck with Blade	\$135.00/hr.
Backhoe	\$155.00/hr.
Snow Blowing per man	\$ 50.00/hr.
Salt (Asphalt)	\$ 33.00 per 100 lbs. Spread
Calcium Chloride (Concrete)	\$ 55.00 per 100 lbs. spread

Specifications were sent to:

Mike’s Lawn Service	Delaware County Lawn and Landscape
P.O. Box 150	130 Quaker Road
Harrisonville, NJ 08039	Pennsville, NJ 08070

Henson’s Chimney Service	Sutton & Sons Construction Co.
507 Glassboro Road	22 King Street
Woodstown, NJ 08098	Pennsville, NJ 08070

Richard E. Pierson Construction	*Wright’s Lawn Service, LLC
426 Swedesboro Road	P.O. Box 81
Pilesgrove, NJ 08098	Cedarville, NJ 08311

Iron Hills Landscaping
624 Haines Neck Road
Woodstown, NJ 08098

* Lowest acceptable quote.

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- 6. Request and Recommendation by the School Business Administrator for the Board of Education Approval of a Service Agreement between the Salem County Vocational Technical School District for PARS Environmental, Inc. of Robbinsville, NJ, to conduct Right to Know Service for the 2016-2017 School Year in the amount of \$5,050.**

It is recommended by the School Business Administrator that the Board of Education approve a service agreement between the Salem County Vocational Technical School District for PARS Environmental, Inc., of Robbinsville, New Jersey, to conduct the Right-to-Know Survey with the Written Hazardous Communication Plan, Online MSDS/SDS Database, and 6-Month Surveillance Fall 2016/Spring 2017 for the 2016-17 school year in the amount of \$5,050.

- 7. Request and Recommendation for Board of Education Approval of the Comprehensive Maintenance Plan for Salem County Board for Vocational Education Career and Technical High School for the 2015-2018 school year.**

It is recommended by the school administrator that the Board of Education approve the Comprehensive Maintenance Plan for Salem County Board for Vocational Education Career and Technical High School for the 2015-2018 school year.

- 8. Request and Recommendation for Board of Education Approval of a Confidential Record of Destruction Agreement with The Tab Group, Tab Shredding, Inc. of West Berlin, NJ to shred confidential records for Salem County Vocational Technical School District for the period from October 20, 2016 to October 20, 2017.**

It is recommended that the Board of Education approve a Confidential Record of Destruction Agreement with The Tab Group, Tab Shredding, Inc. of West Berlin, NJ to shred confidential records for Salem County Vocational Technical School District for the period from October 20, 2016 to October 20, 2017.

Confidential Records Picked up \$7.00 Price Per 50lb Unit

IX. SUPERINTENDENT’S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT

A. New Business:

PERSONNEL:

- 1. Request and Recommendation of the Superintendent for Board of Education Approval to Accept the Resignation of Victoria Cabral Instructional Assistant-TLC, effective October 31, 2016.**

It is recommended by the Superintendent that the Board of Education accept the resignation of Victoria Cabral, Instructional Assistant-TLC effective October 31, 2016.

- 2. Request and Recommendation of the Superintendent for Board of Education Approval to Accept the Resignation of Angelina Karpolorich, Food Service Aide, effective November 24, 2016.**

It is recommended by the Superintendent that the Board of Education accept the resignation of Angelina Karpolorich, Food Service Aide effective November 24, 2016.

- 3. Request and Recommendation for Board of Education Approval to Employ Angelina Karpolorich as a Substitute Instructor.**

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It is recommended by the Superintendent that the Board of Education approve Angelina Karpolorich as an Substitute Instructor, effective November 28, 2016 at \$85/day no benefits.

4. Request and Recommendation for Board of Education Approval to Employ Melinda Baker as a Substitute Instructor.

It is recommended by the Superintendent that the Board of Education approve Melinda Baker as an Substitute Instructor, effective November 1, 2016 at \$85/day no benefits.

5. Request and Recommendation for Board of Education Approval to Employ Shaylen Pearson as a Part-Time ESL Instructor-Adult Education.

It is recommended by the Superintendent that the Board of Education approve Shaylen Pearson as a Part-Time ESL Instructor-Adult Education, effective November 1, 2016 at \$13/hour until final certification is received, then \$31/hour.

6. Request and Recommendation for Board of Education Approval to Revise Maegan Wright's Employment Contract as a Student Food Service Aide.

It is recommended by the Superintendent that the Board of Education revise the employment contract for Maegan Wright as an Student Food Service Aide. The previously approved contract was at the incorrect minimum salary of \$8.25 not \$8.38.

7. Request and Recommendation for Board of Education Approval to Revise the Employment Contract for Roland Carter.

It is recommended by the Superintendent that the Board of Education revise the employment contract for Roland Carter, Food Service Director for SCVTS and SCSSSD. It is requested that Roland Carter's salary be revised to a combined amount \$98,925.

8. Request and Recommendation for Board of Education Approval of the Employment Contract of Jennifer Bates, Assistant 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 Jennifer Bates as Assistant Superintendent for the Salem County Special Services School District and the Salem County Vocational Technical School District effective July 1, 2016 through June 30, 2017. Final approval of Dr. Bates's contract has been given by the Interim Executive Regional Superintendent, Margaret Nicolosi.

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 FFA Convention, Indianapolis, IN, October 18, 2016 – October 22, 2016 Original Expenses Approved at the 8/30/16 Board Meeting	Keely DiTizio	\$35.01 Difference in airfare, \$50.00 – Difference in hotel, \$50.00 – Difference in baggage cost	\$135.01 – difference in airfare, hotel and baggage cost (Acct:#11-140-100-580-53-000)
McSiip Workshop - How the Brain Learns Mathematics – Maximizing Student Success Rowan University – Robin Hall, Room 212, Glassboro, NJ, November 17, 2016	Paula Leo	\$149.00 Registration \$10.54 mileage	\$159.54 Registration (NCLB Title IA) Mileage (Acct: #11-140-100-580-52-002)
FABTECH 2017 – Industry Trade Show and Seminars Las Vegas Convention Center, Las Vegas, Nevada, November 15, 2016 – November 18, 2016 Original Expenses Approved at the 9/27/16 Board Meeting	Stephanie Hoffman	\$146.00 Difference in airfare	\$146.00 difference in airfare (Acct:#11-310-100-580-18-002)
National ACTE CareerTech Vision Conference, Las Vegas, Nevada, November 30- December 3, 2016 Approved at September 27, 2016 meeting, air fare and hotel cost was not finalized at time of approval.	Jason Helder John Swain	\$942.00 air fare \$1,912 hotel	\$2,854 paid through Perkins Post Secondary Funds
Best Practices for Improving Classroom Management,	Nicole Pham	\$78.74 Mileage \$169.00	\$247.74 (Acct:#11-140-

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12 Centre Drive, Monroe Twp., NJ 08831, December 2, 2016		Registration	100-580-55-002)
EIRC Live Surgery Workshop, Camden County College, December 15, 2016	Frank Walsh Wandra Wells	\$18.60 mileage per person	\$37.20
NJASA Techspo Conference, Atlantic City, NJ, January 26-27, 2017	Karlyle Adams	\$425.00 registration \$26.04 mileage and \$10.00 tolls	\$461.04 Registration, mileage and tolls
AMTNJ's 26 th Annual Two-Day Conference, The National Conference Center & Holiday Inn, 399 Monmouth Street, East Windsor, NJ 08520, December 9, 2016 only	Eric Lockwood	\$30.38 Mileage \$205.00 Registration	\$235.38 Mileage - (Acct: 11-140-100-580-52-002) Registration - (NCLB IIA)
AMTNJ's 26 th Annual Two-Day Conference, The National Conference Center & Holiday Inn, 399 Monmouth Street, East Windsor, NJ 08520, December 9, 2016 only	Nicole Kopp	\$22.82 Mileage \$205.00 Registration	\$227.82 Mileage (Acct:#11-140-100-580-52-002) Registration (NCLB Title IIA)
PEOSH/NJADP 2016-17 Indoor Air Quality Training, Camden County Vo-Tech, Sicklerville, NJ, March 17, 2017	Kevin Shipman	Using district vehicle.	\$0
School IPM Coordinators Training, Camden County Vo-Tech, Sicklerville, NJ, May 5, 2017	Kevin Shipman	Using district vehicle.	\$0

PROGRAMS:

- 1. Request and Recommendation for Board of Education Approval that Membership in ACTE be approved for Matt DiTizio at a cost of \$100. Said amount had been included in the ACTE Conference Registration Approved on September 27, 2016.**
Resolved that upon the recommendation of the Superintendent that membership in ACTE be approved for Matt DiTizio at a cost of \$100. Said amount had been included in the ACTE Conference registration fees approved on September 27, 2016.

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2. Request and Recommendation for Board of Education Approval of the Board Payment of the Mentor Instructors Who Completed Mentoring Ending 2016.

It is requested that the Board of Education approve the payment for the mentoring completed by the following instructors during the 2015-16 school year by the Board of Education. During the mentoring of the novice instructors, payment arrangements were not made by the district with the novice instructors to collect the mentoring fees. As such, the mentors have not been paid the fees. According to state guidelines, the novice teacher is required to pay the district and the district is required to pay the mentor upon completion of the program, unless the district opts to pay the fee.

Mentor	Novice Instructor	Fee
Kimberly Bunting	Arthur Mendini	\$550/CEAS
Nicole Pham	Carly Chaapel Eric Lockwood	\$1,000/CE \$1,000/CE
Brian Quinn	Stephanie Hoffman Matthew DiTizio	\$550/CEAS \$550/CEAS

3. Request and Recommendation for Board of Education Approval of the Board Payment of the Mentor Instructors Who Complete Mentoring.

It is requested that the Board of Education approve the payment for the mentoring by the Board of Education. According to state guidelines, the novice teacher is required to pay the district and the district is required to pay the mentor upon completion of the program, unless the district opts to pay the fee. It is recommended that the Board of Education approve the district paying the fees, provided that the Novice instructor remain with the school district two years after obtaining the standard certification. If the novice instructor vacates the position prior they must reimburse the district the fee paid, prior to their last day.

4. Request and Recommendation for Board of Education Approval of Reimbursement of Current Employee Fingerprinting for School Bus Driver’s License.

It is recommended that the Board of Education approve the reimbursement of current employees fingerprinting fees to obtain a School Bus driver’s license of the district. Currently, the Board of Education reimburses employees the cost of the license itself. However, the state requires any individual who seeks a school bus driver’s license to be fingerprinted. These fingerprints cannot be archived and the employee must pay the cost of the fingerprinting themselves, while meeting a request of the district to obtain a CDL.

5. Request and Recommendation for Board of Education Approval to accept 2015-2016 Carryover Funds from the NJDOE for the IDEA-Basic Grant for use During the 2016-2017 School Year.

It is recommended by the Superintendent that the Board of Education grant approval to accept 2015-16 carryover funds from the NJDOE for the Individuals with Disabilities Education Act (IDEA) Basic Grant The funds will be used during the 2016-

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17 school year for increased contracted child study team services as a result of increased special education population and required services.

6. Request and Recommendation for Board of Education Approval of Adult Post-Secondary Program Offerings and Tuition Costs Beginning January 2017.

CTE Post-Secondary Program	Program Hours	Cost*
Patient Care Technician (includes mandatory externship)	200	\$2,625
Medical Assistant (includes mandatory externship)	200	\$,2625
Certified Nurse Aide in Long Term Care Facilities (includes mandatory externship)	90	\$1,525
Home-Maker Home Health Aide (includes mandatory externship)	76	\$1,125
BLS Certification (American Heart Association)	8-10	\$70
Phlebotomy Technician plus 160 hour externship	210	\$1,475
Phlebotomy Technician (venipuncture experience only)	50	\$750
ECG Technician (ECG completion only)	50	\$750
National Retail Federation Customer Service and Sales Certification	75	\$1,125
Stackable: Phlebotomy Certification	25	\$375
Stackable: Home-Maker Home Health Aide for Certified CNA's	10	\$225
Stackable: ECG Certification	25	\$375
Stackable: Workplace Readiness Credential	46-50	\$750
Microsoft and Computer Literacy Training Series and Customer Service/Sales (Course are up to 12 students)		By session offered:
Level 1: Introduction to Computers and Office Suite	50	\$5,250
Level 2: Advanced Computers and Office Suite	50	\$5,250

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Level 3: Microsoft Office- A Skills Approach	50	\$6,500
Level 4: Microsoft Office- Certification Course	50	\$6,500**
Workplace Readiness Credential (includes exam)	46-50	\$6,000
National Retail Federation Customer Service and Sales Certification (includes 2 exam fees)	55-75	\$6,500

*Cost may not include registration fees, books, uniforms, or external exam fees when applicable.

** Does not include exam fees of \$150 per exam (for up to four exams-\$600)

- 7. Request and Recommendation for Board of Education Approval of a Training Partner Commitment Agreement with TeamLife Training Center and the Salem County Vocational Technical School District for Basic Life Saving (BLS) trainings.**
It is recommended by the Superintendent that the Board of Education approve a Training Partner Commitment Agreement with TeamLife Training Center and the Salem County Vocational Technical School District to offer Basic Life Saving trainings for the SCVTS and SCSSSD School District and the community. Wandra Wells, an employee at SCVTS, will receive her BLS instructor certification in December from the Team Life Training Center.

- 8. Request and Recommendation for Board of Education Approval of a Pilot Program with Friends Village and Rutgers University for a Medication Aide Certification.**
It is recommended by the Superintendent that the Board of Education approve a pilot program with Friends Village and Rutgers University to train Certified Nurse Aides to become Home Health Aides with a Medication Aide Certification. The Medication Aide Certification is new in New Jersey for Home Health Aides. The curriculum was developed by Rutgers University and they will be overseeing the program. The course will be held Wednesday evenings starting January 11, 2017 to March 1, 2017. Classes will be held at Salem Community College and Friends Village. There is no cost to the district for this program.

- 9. Request and Recommendation for Board of Education Approval of Revised Affiliation Agreements for the 2016-2017 School Year to Provide Clinical Facilities for Students in the Adult Post Secondary Programs Hosted at Salem Community College.**
It is recommended by the Superintendent that the Board of Education approve the following revised affiliation agreements between the Board of Education of the Special Services School District and the Vocational School District of the County of Salem for the 2016-2017 school year to provide clinical facilities for students to complete appropriate clinical hours and experiences preparing students to earn

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certification in the EKG Technician, Patient Care Technician, Phlebotomist and Medical Assistant programs.

The Memorial Hospital of Salem
Cooper Hospital

10. Request and Recommendation for Board of Education Approval of the SCVTS Junior/Senior Prom at Brigalias Banquet facility in Sicklerville, NJ on May 11, 2017.

It is requested by the Superintendent that the Board of Education approve the Career and Technical High School junior and senior prom at Brigalias Banquet facility in Sicklerville, NJ on May 11, 2017. The students will purchase tickets at the cost of \$65.00 each.

The Career and Technical High School will host a promenade in the multipurpose room from 5:00 – 6:00 PM for parent and student photographs. At 6:00 PM the students will board a bus (subsidized by the school district at no cost to the students) that will transport them to the prom site. Four (4) fifty-five passenger Coach buses will be provided by Sheppard Bus Company that will pick up the students at SCVTS at 6:00 PM and take the students and chaperones to Brigalias in Sicklerville, NJ. The buses will pick up the students at the prom site and return trip back to SCVTS at 10:30pm. The estimated time of arrival back at SCVTS is 11:15pm. The cost for the (4) four buses will be \$3400.00 (\$850.00 per bus).

Cost to District:

4 buses x \$850.00	\$ 3400.00 (Acct # 11-000-270-512-029-02)
DJ Services	\$ 750.00 (Student Activity Account)
Deposit	\$ 500.00 (Student Activity Account)
Decorations/Favors	\$ 1000.00 (Student Activity Account)
Chaperone Fee (10)	\$ 450.00 (Acct # 11-401-100-610-029-02)

11. 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
NJIT – Newark College of Engineering Career Day, Newark, NJ	Thirteen (13) Junior/Seniors and one (1) chaperone	December 2, 2016	SCVTS Bus - \$125.00 (Acct# 11-000-270-512-36-002)
Longwood Gardens, Kennett Square, PA	Twenty-five (25) Garden Club members and two (2)	December 9, 2016	\$307.18 - BR Williams Bus Garden Club

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	chaperones		Student Activity Account \$85.00 Substitute
M. Davis & Sons, Wilmington, DE	Twenty-five (25) Welding students and one (1) chaperone	December 14, 2016	\$307.18 - BR Williams Bus \$85.00 Substitute
Salem County Community College, Carney's Point, NJ	Fourteen (14) Allied Health students and one (1) instructor	January 11, 2017	SCVTS Bus - \$150.00 (Acct# 11-000-270-512- 03-002) \$85.00 substitute
ATC/Automotive Training Center, Warminster, PA	Thirteen (13) Auto Collision students and (1) instructor	January 13, 2017	\$307.18 – BR Williams Bus (Acct #11-000-270-512- 05-002) Substitute not needed
Southern NJ Regional HOSA Competition Location TBD	Ten (10) Allied Health students and one (1) instructor	January 28, 2017	\$274.26 BR Williams Bus – (Acct# 11-000-270- 512-03-002) Substitute not needed
International Beauty Show, Javitz Center, NYC	Thirty-five (35) cosmetology students and one (1) instructor	March 14, 2017	\$475.00 BR Williams (Acct# 11-000-270-512- 10-002) (Student Activity Account) \$85.00 substitute

12. 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.	FFA	Poinsettia Sale – Cost - \$10.00 each	November 15, 2016 – December 15, 2016
B.	Garden Club	Candy cane grams Students/teachers/staff will be able to purchase a candy cane for \$1 and personalize a message to send to someone else for delivery on December 22, 2016.	November 30, 2016 to December 21, 2016
C.	Culinary Program	Christmas Cookies – assorted cookies will	December 1 to 22,

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		be sold	2016
D.	FFA	Christmas Tree Sale \$40 - \$50 depending on size of tree All trees will be available at the SCVTS campus	December 1 to 23, 2016
E.	SkillsUSA	Volleyball Tournament 6 – 9pm, SCVTS Gym \$2 per player; \$1 to watch	December 2, 2016
F.	FFA	Breakfast with Santa 8 – 11am, SCVTS Cafeteria \$5 for kids 3-12yrs. \$10 for adults	December 17, 2016

13. Request and Recommendation for Board of Education Approval for the Oakwood Summer Theatre to present “Scrooge the Musical”, a Dinner Theatre Production in the School Cafeteria on December 9, 2016.

It is requested by the Superintendent that the Board of Education approve the SCVTS FFA Club and the Oakwood Summer Theatre to host a dinner theatre production of “Scrooge the Musical” in the SCVTS cafeteria on December 9, 2016 from 6:30 pm to 9:30 pm. The Italian Kitchen will be catering the dinner portion of the event. Tickets are \$25.00 which covers dinner and admission to the show. Money raised will be utilized for the Oakwood Summer Theatre summer show season. Members of the Oakwood Summer Theatre and SCVTS FFA members will serve the food. The FFA will earn a \$200 donation.

14. Request and Recommendation for Board of Education Approval for FFA Members to Clean Out Wood Duck Boxes at Supawna Meadows National Wildlife Refuge on January 7, 2017.

It is requested by the Superintendent that the Board of Education approve FFA members to work with biologist and other volunteers to clean out Wood Duck boxes at Supawna Meadows National Wildlife Refuge on January 7, 2017. Students will help researchers create a report for NJ Fish and Wildlife indicating what species were found during the study.

B. Old Business:

- 1.

POLICY:

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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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)
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

Assistant Superintendent’s Report

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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CTHS Principal's Report
CTHS Discipline Report
SCVTS Program Enrollment Report
Schalick Academy Award Winners - Italian Heritage Competition
Graduation by Pathway Data Collection Report

**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 months of August 2016 and September 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.

_____ November 22, 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 months of August 2016 and September 2016. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of August 2016 and September 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 30, 2016 to October 31, 2016.

F. Warrants

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

- Board Payment Approval List October 2016

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation for Board of Education Approval of the GCSSSD Transportation Contracts and Addenda.

It is recommended that the Board of Education approve the 2016-2017 Transportation Contracts and Contract Addenda, 2016-2017 School Jointure.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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2. Request and Recommendation for Board of Education Approval of the 2016-2017 EMC Software License Agreement for the Salem County Special Services School District in the amount of \$17,637.00.

It is recommended that the Board of Education approve the 2016-2017 EMC Software License Agreement for the Salem County Special Services School District in the amount of \$17,637.00.

Application:

School Budget, Accounting Reporting System	\$ 4,825.00
Requisition System	\$ 3,200.00
Accounts Receivable System	\$ 4,100.00
School Payroll System	\$ 2,412.00
Agency Accounting System	
School Personnel Information System	\$ 3,100.00
Fixed Assets Account System	
Activities Accounting System	
Total	<u>\$17,637.00</u>

3. Request and Recommendation by the School Business Administrator for the Board of Education to Accept a Response to our Request for Proposal from Comegno Law Group for a School Attorney for Salem County Special Services School District.

It is recommended by the school business administrator that the Board of Education accept a response to our request for proposal from Comegno Law Group for a school attorney for Salem County Special Services School District. The legal services are as follows:

Attorneys (Partners & Associates)

<u>Services</u>	<u>Hourly Rate</u>
All Services, i.e., Special Counsel, Special Education, Labor and Personnel, Construction, Court Time, etc.	\$175

Paralegals

All Services, i.e., Special Counsel, Special Education, Labor and Personnel, Construction, Court Time, etc.	\$ 85
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Billable Expenses (Other Costs/Expenses, including, but not limited to the following)

- Courier and other delivery expenses (including Federal Express, postage, etc.);
- Online legal research;
- Litigation expenses (including court costs, expert fees, subpoena fees, court reporter service, court reporting fees, etc...);
- Travel expenses (including mileage, tolls, lodging, meal, etc...);
- Photocopying;
- Scanning; and
- Telecopying.

As there were no other responses the Business Administrator recommends the acceptance of the proposal for the 2016-2017 school year.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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4. Request and Recommendation by the Business Administrator for Board of Education Approval of a One-on-One Bus Aide Agreement between Salem County Special Services School District and Bridgeton Public School District.

It is recommended by the Business Administrator that the Board of Education approve a One-on-One Bus Aide Agreement between Salem County Special Services School District and Bridgeton Public School District.

5. Request and Recommendation by the Business Administrator for Board of Education Approval of a Bus Aide/Bus Service Agreement between Salem County Special Services School District and Upper Deerfield School District.

It is recommended by the Business Administrator that the Board of Education approve a Bus Aide/Bus Service Agreement between Salem County Special Services School District and Upper Deerfield School District.

6. Request and Recommendation for Board of Education Approval of a Contract for Supplemental Snow Plowing effective December 1, 2016 through April 30, 2017 to Wright’s Lawn Service, LLC.

It is requested and recommended by the school business administrator that the Board of Education approve a contract for supplemental snow plowing effective December 1, 2016 through April 30, 2017 to Wright’s Lawn Service, LLC. Based upon the attached specifications, quotes were received on October 12, 2016 for Supplemental Snow Removal for the Salem County Board for Vocational Education and the Salem County Special Service School District. Seven companies were contacted for a quote. A copy of the contract, as proposed, is attached.

SPECIFICATIONS	Wright’s Lawn Service
Truck with Blade	\$135.00/hr.
Backhoe	\$155.00/hr.
Snow Blowing per man	\$ 50.00/hr.
Salt (Asphalt)	\$ 33.00 per 100 lbs. Spread
Calcium Chloride (Concrete)	\$ 55.00 per 100 lbs. spread

Specifications were sent to:

Mike’s Lawn Service	Delaware County Lawn and Landscape
P.O. Box 150	130 Quaker Road
Harrisonville, NJ 08039	Pennsville, NJ 08070

Henson’s Chimney Service	Sutton & Sons Construction Co.
507 Glassboro Road	22 King Street
Woodstown, NJ 08098	Pennsville, NJ 08070

Richard E. Pierson Construction	*Wright’s Lawn Service, LLC
426 Swedesboro Road	P.O. Box 81
Pilesgrove, NJ 08098	Cedarville, NJ 08311

Iron Hills Landscaping

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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624 Haines Neck Road
Woodstown, NJ 08098

* Lowest acceptable quote.

- 7. Request and Recommendation for Board of Education Approval of a Confidential Record of Destruction Agreement with The Tab Group, Tab Shredding, Inc. of West Berlin, NJ to shred confidential records for Salem County Special Services School District for the period from October 20, 2016 to October 20, 2017.**

It is recommended that the Board of Education approve a Confidential Record of Destruction Agreement with The Tab Group, Tab Shredding, Inc. of West Berlin, NJ to shred confidential records for Salem County Special Services School District for the period from October 20, 2016 to October 20, 2017.

Confidential Records Picked up \$7.00 Price Per 50lb Unit

- 8. Request and Recommendation for Board of Education Approval of the Comprehensive Maintenance Plan for Salem County Special Services School District for the 2015-2018 School Year.**

It is recommended by the school administrator that the Board of Education approve the Comprehensive Maintenance Plan for Salem County Special Services School District for the 2015-2018 school year.

XI. SUPERINTENDENT'S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

**A. New Business:
PERSONNEL:**

- 1. Request and Recommendation for Board of Education Approval to Employ Kathy Rieti-Neff as a Social Worker for Child Study Team at the rate of \$350.00/day.**

It is recommended by the Superintendent that the Board of Education approve Kathy Rieti-Neff as a School Social Worker for Child Study Team, effective October 1, 2016 at the daily rate of \$350.00/day, on an as needed basis, no benefits.

- 2. Request and Recommendation for Board of Education Approval to Employ Brittany Finocchio as an Instructional Assistant-Daretown Campus.**

It is recommended by the Superintendent that the Board of Education approve Brittany Finocchio as an Instructional Assistant-Daretown Campus, effective November 14, 2016 at the prorated salary of \$17,974.

- 3. Request and Recommendation for Board of Education Approval to Employ Melinda Baker as a Substitute Instructor.**

It is recommended by the Superintendent that the Board of Education approve Melinda Baker as a Substitute Instructor, effective November 1, 2016 at \$85/day no benefits.

- 4. Request and Recommendation of the Superintendent for Board of Education Approval to Accept the Resignation of Leidy Shicay Instructional Assistant-Daretown Campus, effective November 4, 2016.**

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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It is recommended by the Superintendent that the Board of Education accept the resignation of Leidy Shicay, Instructional Assistant-Daretown Campus effective November 4, 2016.

5. Request and Recommendation for Board of Education Approval of Physical Therapy Clinical Practicum Student April Hogate from Stockton University.

It is recommended by the Superintendent that the Board of Education approve April Hogate as a Clinical Practicum Student in physical therapy under the supervision of Catherine MacNeill. The experience will be from November 2016 to January 2017.

6. Request and Recommendation for Board of Education Approval of an Administrative Internship for Brenda Russell, a Teacher Currently Employed at the Cumberland Campus.

It is requested by the Superintendent that the Board of Education approve Brenda Russell for an Administrative Internship under the Supervision of Dr. Jennifer Bates. Mrs. Russell is currently enrolled at Rowan University to complete her Supervisor Certification. This internship will be for the remainder of the 2016-2017 school year.

7. Request and Recommendation for Board of Education Approval of an Administrative Internship for Michelle Brown, a Teacher Currently Employed at the Cumberland Campus.

It is requested by the Superintendent that the Board of Education approve Michelle Brown for an Administrative Internship under the Supervision of Dr. Todd Hackett-Slimm. Mrs. Brown is currently enrolled at Rowan University to complete her Supervisor Certification. This internship will be for the remainder of the 2016-2017 school year.

8. Request and Recommendation for Board of Education Approval of the Employment Contract of John Bolil, Business Administrator for the Salem County Special Services School District and the Salem County Vocational Technical School District Effective July 1, 2016.

It is recommended that the Board of Education approve the employment contract of John Bolil, Business Administrator for the Salem County Special Services School District and the Salem County Vocational Technical School District effective July 1, 2016 through June 30, 2017. Final approval of Mr. Bolil's contract has been given by the Interim Executive Regional Superintendent, Margaret Nicolosi.

PROFESSIONAL DEVELOPMENT

1. 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:

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Cost of Sub	Total Cost
Keyboard Consultants Training - ½ day training at Upper Pittsgrove Site with Education Consultant - November 16, 2016	Upper Pittsgrove Teachers/ Instructional Aides	\$695		\$695
Conference For School Based OTs <i>Sponsored by BER</i> Voorhees, NJ - December 6, 2016	Shannon Leady	\$249 Registration \$9.90 Mileage	N/A	\$258.90
PEOSH/NJADP 2016-17 Indoor Air Quality Training, Camden County Vo-Tech, Sicklerville, NJ – March 17, 2017	John Carbonetta	Using district vehicle.		\$0
School IPM Coordinators Training, Camden County Vo-Tech, Sicklerville, NJ – May 5, 2017	John Carbonetta	Using district vehicle.		\$0
Legally Compliant IEPs <i>Sponsored by NJPSAFE</i> Mt. Laurel, NJ - December 5, 2016	Todd Slimm	\$150 Reg./ \$18.29 Mileage	N/A	\$168.29
Techspo 2017 <i>Sponsored by NJASA</i> Atlantic City, NJ January 26-27, 2017	Harry Rodriguez	\$425 Reg./ \$32.86 Mileage \$99 Room Rate	N/A	\$556.86

2. Request and Recommendation for Board of Education Approval of the Board Payment of the Mentor Instructors Who Completed Mentoring Ending 2016.

It is requested that the Board of Education approve the payment for the mentoring completed by the following instructors during the 2015-16 school year by the Board of Education. During the mentoring of the novice instructors, payment arrangements were not made by the district with the novice instructors to collect the mentoring fees. As such, the mentors have not been paid the fees. According to state guidelines, the novice teacher is required to pay the district and the district is required to pay the mentor upon completion of the program, unless the district opts to pay the fee.

Mentor	Novice Instructor	Fee
Brian Cummings	Matthew Karr	\$550/CEAS
Melissa Dickson	Janice Jenkins	\$1,000/CE
Stacy Willingmyre	Deidre Richart	\$1,000/CE

3. Request and Recommendation for Board of Education Approval of the Board Payment of the Mentor Instructors Who Complete Mentoring.

It is requested that the Board of Education approve the payment for the mentoring by the Board of Education. According to state guidelines, the novice teacher is required to pay the district

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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and the district is required to pay the mentor upon completion of the program, unless the district opts to pay the fee. It is recommended that the Board of Education approve the district paying the fees, provided that the Novice instructor remain with the school district two years after obtaining the standard certification. If the novice instructor vacates the position prior they must reimburse the district the fee paid, prior to their last day.

4. Request and Recommendation for Board of Education Approval of Reimbursement of Current Employee Fingerprinting for School Bus Driver’s License.

It is recommended that the Board of Education approve the reimbursement of current employees fingerprinting fees to obtain a School Bus driver’s license of the district. Currently, the Board of Education reimburses employees the cost of the license itself. However, the state requires any individual who seeks a school bus driver’s license to be fingerprinted. These fingerprints cannot be archived and the employee must pay the cost of the fingerprinting themselves, while meeting a request of the district to obtain a CDL.

PROGRAMS:

1. Request and Recommendation for Board of Education Approval to Offer Extended School Year Program (ESY 2017).

It is requested by the Superintendent that the Board of Education approve the offering of the extended school year program from July 10, 2017 to August 18, 2017.

2. Request and Recommendation for Board of Education Approval of the following Transitional Career Program Job Shadowing Sites:

It is recommended by the Superintendent that the Board of Education approve the following sites for the Transitional Career Program Job Shadowing for the 2016-2017 school year:

Alloway Village Hardware
43 N. Greenwich Street
Alloway, NJ 08001

Appel Farm
457 Shirley Road
Elmer, NJ 08318

3. Request and Recommendation for Board of Education Approval of the Field Trip Requests for the Months of June, July and August.

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

PROGRAM	LOCATION	DATE	COST	BUS COST	7% FEE	TOTAL COST
Upper Pittsgrove	Levoy Theater/McDonalds	12/8/16	\$120.00	\$260.00	\$18.20	\$398.20
Cumberland Campus	Levoy Theater - 10:30 show	12/8/16	\$256.00	\$1,280.00	\$89.60	\$1,625.60
Cumberland Campus	Levoy Theater - 12:30 show	12/8/16	\$384.00	\$1,020.00	\$71.40	\$1,475.40

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Daretown	Pinnacle Parkour/Wendy's	12/16/16	\$450.00	\$260.00	\$18.20	\$728.20
Daretown	Friends Village/Wendy's	12/22/16	\$0.00	\$195.00	\$13.65	\$208.65
Upper Pittsgrove	Friends Village/Wendy's	12/22/16	\$0.00	\$164.00	\$11.48	\$175.48
Cumberland Campus	Holly City Family Center Pool (Millville, NJ) To promote physical fitness through swimming and aquatic exercise.	1/10/17	\$0.00	\$640.00	\$44.80	\$684.80

POLICY:

1. It is recommended by the Superintendent that the Board of Education approve and adopt the final 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)
- 4159 Support Staff Member/School District Reporting Responsibilities - Policy
- 5305 Health Services Personnel – Policy

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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

B. Old Business:

1.

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 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:

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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:
Shalick Academy; NJPSA;
 NJEA

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:

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:
Assistant Superintendent Contract; Business Administrator Contract

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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XV. INFORMATIONAL ITEMS

A. Request and Recommendation for Board of Education to Accept the Student Placement Report for the Month of October.

It is recommended that the Board of Education to accept the Student Placement Report for the month of October. This report has been modified after the last meeting to give more accurate and greater detail to the Board of Education.

B. Principal/Administrator's Reports

Cumberland Campus

Daretown

Salem Campus

Upper Pitts

XVI. HIB

1. SCSSSD:

a. 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.

2. SCVTS:

a. 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.

XVI. ADJOURNMENT