

THE BOARD OF EDUCATION FOR SPECIAL SERVICES SCHOOL DISTRICT &
VOCATIONAL TECHNICAL SCHOOL DISTRICT OF THE COUNTY OF SALEM
BOARD OF EDUCATION MINUTES – OCTOBER 18, 2016

The Regular meeting of the Special Services School District and Vocational Technical School District of the County of Salem Board of Education was held at the Salem County Vocational Technical School, Board Conference Room, Woodstown, NJ, County of Salem, on Tuesday, October 18, 2016 at 7:00 p.m.

The Board Secretary led the group in the Pledge of Allegiance to the Flag.

The Board Secretary called the meeting to order at 7:00 a.m. at which time the following statement was read: “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.

CALL TO ORDER

Members Present: Mr. James Davis (7:05 p.m.), Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith

Members Absent: Ms. Margaret Nicolosi

Others Present: John Swain, Superintendent; Jennifer Bates, Assistant Superintendent; John Bolil, Business Administrator/Board Secretary; Jason Helder, CTHS Principal; Frank Maurer, Director of Special Programs; Coordinator of Shared Services for Business Operations; Todd Slimm, Principal SCSSSD Cumberland Campus, Jane Whittinghill, Director of Related Services and Autism Programs, Jim Helder, Principal, Salem Campus (RDS); Marie Alleva, Nicole Cerqueira, Nicole Kopp, Doug Painter, Freeholder Liaison

Moved by Mr. Donelson and seconded by Mr. Halter that the Board of Education approve the Minutes and Executive Minutes of the September 27, 2016 Board of Education Meeting.
Ayes (5) Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non-Vote ()*

Moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the acceptance of Agenda Addenda items for SCVTS of the Superintendent and Business Administrator.
Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non-Vote ()*

Moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the acceptance of Agenda Addenda items for SCSSSD of the Superintendent and Business Administrator.
Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non-Vote ()*

AUDIENCE PARTICIPATION I / RECOGNITION OF FREEHOLDER LIAISON –

AUDIENCE PARTICIPATION I

Ms. Cerqueira complained that the agenda was not posted on Friday.

Mr. Moffett explained that we send it out to board members on Friday for their review and put it on the web Monday night.

OLD BUSINESS

Old Business: RDS Pre-Bids Meeting 10/18/16

NEW BUSINESS

New Business: Business Management Opportunity Presentation
(Page 7579)

CORRESPONDENCE

Correspondence: Stem Innovation Award
(Page 7579)

PRESENTATION

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
- Ben and Jerry’s Presentation – John Swain

(Pages 7579-7583)

APPROVE A
CONTRACT WITH
SALEM COUNTY
ONE-STOP

Moved by Mr. Donelson and seconded by Mrs. Smith that the Board of Education approve a contract with the Salem County One-Stop to offer Advanced Microsoft Training.

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non- Vote ()*

**BOARD SECRETARY/BUSINESS ADMINSTRATOR’S REPORT-
VOCATIONAL TECHNICAL SCHOOL DISTRICT**

Moved by Mr. Donelson and seconded by Mr. Halter that the Board of Education approve the following:

BOARD
SECRETARY’S
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.

(Pages 7583-7589)

October 18, 2016

Business Administrator/Board Secretary

Date

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 of August 2016. The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the month of August 2016.

(Pages 7589-7590)

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.

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.

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non- Vote ()*

APPROVE
TRANSFERS

Moved by Mr. Donelson and seconded by Mr. Halter that the Board of Education approve the transfer list of funds for the month ending September 15, 2016 to September 30, 2016.

(Page 7590)

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non- Vote ()*

Moved by Mr. Donelson and seconded by Mr. Halter that the Board of Education approve the following:

APPROVE WARRANTS

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

(Pages 7590-7593)

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non-Vote ()*

Moved by Mr. Donelson and seconded by Mr. Halter that the Board of Education approve the NJDOE School Facilities Form M-1 for the Salem County Vocational Technical School.

APPROVE THE NJDOE SCHOOL FACILITIES FORM M-1 FOR SCVTS

(Page 7594)

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non-Vote ()*

Moved by Mr. Donelson and seconded by Mr. Halter that the Board of Education approve employees to have deductions made from their pay to make tuition payments to The Learning Center Program.

APPROVE EMPLOYEE DEDUCTIONS FROM THEIR PAY FOR TUITION PAYMENTS TO TLC

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non-Vote ()*

Moved by Mr. Donelson and seconded by Mr. Halter 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.

APPROVE THE RENEWAL SERVICE AGREEMENT WITH JOHNSON CONTROLS FOR MAINTENANCE OF THE AUTOMATIC TEMPERATURE CONTROLS

(Pages 7594-7598)

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non-Vote ()*

Moved by Mr. Donelson and seconded by Mr. Halter 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.

APPROVE TO RESCIND A PORTION OF SERVICE AGREEMENT WITH BROADVIEW NETWORKS

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non-Vote ()*

Moved by Mr. Donelson and seconded by Mr. Halter 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.

APPROVE A SERVICE AGREEMENT WITH XTEL COMMUNICATIONS

(Pages 7598-7599)

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non-Vote ()*

Moved by Mr. Donelson and seconded by Mr. Halter 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.

APPROVE TO TERMINATE SERVICE AGREEMENT WITH TRI-COUNTY TERMITTE

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non-Vote ()*

APPROVE A
SERVICE
AGREEMENT WITH
HOFFMAN'S
EXTERMINATING

Moved by Mr. Donelson and seconded by Mr. Halter 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.

(Page 7599)

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith Noes () Abstain () Non-Vote ()

Comment: Mr. Moffett questioned Business Administrator on termination clause.

Response: Mr. Bolil stated there was no termination clause.

Superintendent's Report – Vocational Technical School District

Personnel: None

Professional Development

Moved by Mr. Donelson and seconded by Mr. Ransome that the Board of Education approve the following professional development activities and costs associated with the activities.

APPROVE
PROFESSIONAL
DEVELOPMENT

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 \$376.20 airfare \$600 registration \$216 meals \$108 parking \$50 transportation	\$1,840.76
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

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non-Vote ()*

Programs:

Moved by Mr. Davis and seconded by Mr. Donelson that the Board of Education approve the following:

APPROVE PROGRAMS

- 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 Accountability Continuum (NJQSAC). The Statement of Assurance is attached.
(Pages 7600-7606)
- 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.
- 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

- 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.
(Page 7606)
- 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)
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

- 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

Comment: Mr. Davis asked why the students have to pay for meals.

Response: Mr. Halter noted this is offset by pie sales.

Comment: Mr. Donelson questioned the Regna contract regarding dispute resolution and requested that all contracts be sent to our attorney for review.

- 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.	Culinary & Pastry Program	Thanksgiving Pie Sale \$9 - Apple Crumb, Coconut Custard, Lemon Meringue, Pumpkin \$13 - Vanilla/Cranberry Cheesecake	November 1, 2016 to November 14, 2016 (Pick-Up November 23, 2016)
F.	Class of 2019	Bread Baking Class \$35.00 to attend	November 2, 2016 *November 3, 2016 (if extra night needed)*
G.	FFA	Bake Sale - Woodstown Tractor Supply	November 5, 2016
H.	NTHS	Mad Hatter Day - \$1.00 to wear a hat	November 18, 2016
I.	Class of 2019	Basketball Tournament \$5.00 to play and \$3.00 to watch	November 18, 2016
J.	Class of 2019	Pie Baking Class \$35.00 to attend	November 21, 2016 *November 22, 2016 (if extra night needed)*
K.	AFJROTC	Annual Pie in the Eye Event \$1.00 per vote	November 23, 2016
L.	Class of 2019	Krispy Kreme	Twice a year/dates to be approved by the Principal between November 1, 2016 and June 1, 2017
M.	Class of 2019	Holiday Cookies Class \$35.00 to attend	December 14, 2016 *December 15, 2016 (if extra night needed)*
N.	Class of 2019	Chocolate Confections Class \$35.00 to attend	December 21, 2016 *December 22, 2016 (if extra night needed)*
O.	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

- 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

- 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

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith Noes () Abstain () Non- Vote ()

OLD BUSINESS

Old Business: None

POLICY

Policy:

Moved by Mr. Halter and seconded by Mr. Ransome 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)

(Pages 7606-7610)

Ayes (5) Mr. James Davis, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith Noes () Abstain (1) Mr. Linwood Donelson III (P & R 5330.01) Non- Vote ()

Information Reports

CTHS Principals Report
CTHS Discipline Report
SCVTS Program Enrollment Report

(Pages 7610-7612)

**BOARD SECRETARY/BUSINESS ADMINSTRATOR’S REPORT-
SPECIAL SERVICES SCHOOL DISTRICT**

Moved by Mr. Halter and seconded by Mr. Moffett that the Board of Education approve the following:

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.

BOARD SECRETARY’S REPORT

(Pages 7612-7618)

	October 18, 2016
Business Administrator/Board Secretary	Date

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.

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.

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non- Vote ()*

Moved by Mr. Halter and seconded by Mr. Moffett that the Board of Education approve the transfer of funds for the months ending September 15, 2016 to October 13, 2016.

APPROVE TRANSFERS

(Page 7618)

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non- Vote ()*

Moved by Mr. Halter and seconded by Mr. Moffett that the Board of Education approve the following:

APPROVE WARRANTS

- Board Payment Approval List September 2016

(Pages 7618-7619)

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non- Vote ()*

**BOARD SECRETARY/BUSINESS ADMINSTRATOR’S NEW BUSINESS
SPECIAL SERVICES SCHOOL DISTRICT**

Moved by Mr. Halter and seconded by Mr. Davis that the Board of Education approve the NJDOE School Facilities Form M-1 for the Salem County Special Services School District.

APPROVE THE NJDOE SCHOOL FACILITIES FORM M-1 FOR SCSSD

(Page 7619)

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non- Vote ()*

APPROVE VOIDING
CHECK #37849

Moved by Mr. Halter and seconded by Mr. Davis 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.

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non-Vote ()*

APPROVE
EMPLOYEE
DEDUCTIONS FROM
THEIR PAY TO
MAKE TUITION
PAYMENTS TO TLC

Moved by Mr. Halter and seconded by Mr. Davis that the Board of Education approve employees to have deductions made from their pay to make tuition payments to The Learning Center Program.

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith *Noes ()* *Abstain ()* *Non-Vote ()*

Superintendent's Report – Special Services School District

Personnel:

APPROVE
PERSONNEL

Moved by Davis and seconded by Mr. Halter that the Board of Education approve the following:

- 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.
(Pages 7620-7624)
- 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.
- 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.
- Christopher Sipple, Instructional Assistant - Daretown Campus, at the prorated salary of \$17,794 (IA-3) effective October 19, 2016 until June 30, 2017.
- Rebecca Souraj, District Substitute Nurse, at the daily rate of \$135.00 effective October 11, 2016 until June 30, 2017.
- Kelli Parks, District Substitute Nurse, at the daily rate of \$135.00 effective October 1, 2016 until June 30, 2017.
- Jamie Ramsey, Substitute Instructional Assistant, at the daily rate of \$60.00 effective October 15, 2016 until June 30, 2017.
- Mary-Catherine Jenkins as an Independent Contracted Developmental Interventionists for Early Intervention, effective October 1, 2016 at the hourly rate of \$48.00/hour.
- Donald McGowan as an Independent Contracted Developmental Interventionists for Early Intervention, effective October 1, 2016 at the hourly rate of \$48.00/hour.
- 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.

- Accept the resignation of Eric Fizur, Instructional Assistant-Daretown Campus effective October 14, 2016.

(Page 7625)

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith Noes () Abstain () Non-Vote ()

Professional Development:

Moved by Mr. Davis and seconded by Mrs. Smith that the Board of Education approve the following professional development activities and costs associated with the activities for the 2016-2017 school year:

APPROVE
PROFESSIONAL
DEVELOPMENT

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
<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 NJPSAFEAForsgate 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

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith Noes () Abstain () Non-Vote ()

APPROVE
PROGRAMS**Programs:**

Moved by Mr. Halter and seconded by Mr. Davis that the Board of Education approve the following:

- 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).
(Pages 7625-7632)
- 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.
- 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.
- 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.
(Page 7632)
- 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.
- 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
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

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith Noes () Abstain () Non- Vote ()

Old Business: None

Policy:

Moved by Mr. Donelson and seconded by Mr. Halter that the Board of Education approve and adopt the following district policies and regulations:

POLICY

- Policy Alert #208
- 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)

Ayes (5) Mr. James Davis, , Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith Noes () Abstain (1) Mr. Linwood Donelson III (P & R 5330.01) Non- Vote ()

Information Reports

Moved by Mr. Halter and seconded by Mr. Donelson that the Board of Education accept the Student Placement Report for the month of September.

(Page 7636)

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith Noes () Abstain () Non- Vote ()

Principal's/Administrator's Reports

Cumberland Campus

Daretown

Salem Campus

Upper Pittsgrove

(Pages 7636-7638)

RECESS INTO EXECUTIVE SESSION

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 the Salem County Special Services School District and Salem County Vocational Technical School District, that it is necessary to meet in executive session to discuss certain items involving:

- x 1. Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:
HIB Incidents #1 and #2 From SCVTS and SCSSSD respectively.
- 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:

- x 4. Matters concerning negotiations, and specifically:
Academy Discussion
- 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:

- x 7. Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:

Bus incident involving RDS employees

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.

EXECUTIVE SESSION I

Moved by Mr. Donelson and seconded by Mr. Halter that the Board of Education adjourn into Executive Session, from which the general public is excluded, to discuss a personnel item. The results of this session will be made public immediately after or as soon thereafter as a decision is reached, if permitted by law (8:50 p.m.).

End closed session (9:40 p.m.).

Unanimously Approved

AUDIENCE PARTICIPATION II -

Mr. Painter gave kudos for the Ben & Jerry’s grant and \$2,000,000 for the RDS building repairs.

Moved by Mr. Donelson and seconded by Mr. Davis that the Board of Education accept and approve the Monthly HIB Report SCVTSD (May Be Appropriate for Closed Session)

(Page 7638)

Ayes (5) Mr. James Davis, Mr. Linwood Donelson III, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith Noes () Abstain () Non- Vote (1) Mr. Daryl Halter

Moved by Mr. Donelson and seconded by Ms. Smith that the Board of Education accept and approve the Monthly HIB Report SCSSSD (May Be Appropriate for Closed Session)

(Page 7638)

Ayes (5) Mr. James Davis, Mr. Linwood Donelson III, Mr. David Moffett, Mr. Earl Ransome, Mrs. Julie Smith Noes () Abstain () Non- Vote (1) Mr. Daryl Halter

Moved by Mr. Donelson and seconded by Mr. Davis that the Board of Education meeting be adjourned (9:43 p.m.).

Unanimously Approved

Respectfully Submitted,

John H. Bolil
Business Administrator/Board Secretary