

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, August 1, 2017 at 7:00 p.m.

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 District's 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 June 13th [Minutes](#) and July 3rd Reorganization [Minutes](#) and [Executive Minutes](#) of the June 13, 2017 Board of Education Meeting.

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mr. Moffett	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

Abstain: _____ Opposed: _____

V. ADDENDA

A. Acceptance of Agenda Addenda Items SCVTS

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mr. Moffett	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

Abstain: _____ Opposed: _____

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B. Acceptance of Agenda Addenda Items SCSSSD

Action: Approved____ Disapproved ____Held for Study_____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mr. Moffett	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

Abstain: _____ Opposed: _____

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.

VII. BOARD OF EDUCATION BUSINESS

A. Old Business-

B. New Business-None

C. Correspondence-

- [Thank You from Salem County Prosecutor's Office](#)
- [Thank You from Salem County 4-H Real Life Academy](#)
- [Stephen Sweeney State Aid Correspondence](#)

D. Presentations

- Anne Devitt - 4H
- Molly Sooboda - ARC Design

Action: Approved____ Disapproved ____Held for Study_____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mr. Moffett	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

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Abstain: _____ Opposed: _____

**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 months of [March](#), [April](#), [May](#) and [June](#) 2017. 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

August 1, 2017
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 [March](#) and [April](#) 2017. The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the months of March and April 2017.

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.

Action: Approved _____ Disapproved _____ Held for Study _____
Motion by: _____
Second by: _____
In Favor: _____
Abstain: _____ Opposed: _____

E. Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds for the months ending [June](#) 2017.

F. Warrants

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

- Bills paid ending [June](#) 2017

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5. Request and Recommendation of the Business Administrator for the Board of Education Approval of PSISJS, of Stratford, NJ, to Provide the Off-Site Maintenance and Storage of PowerSchool for the 2017-18 School Year in the Amount of \$5,900.

It is recommended that the Board of Education approve [PSISJS](#), of Stratford, NJ, to provide the off-site maintenance and storage of PowerSchool from July 1, 2017 to June 30, 2018 for the amount of \$5,900.

6. Request and Recommendation by the Business Administrator that the Board of Education Approve a Revised Contract with Fitness Machine Technicians, of Wilmington, Delaware, to Service the Health Center Equipment in the Amount of \$1,030

It is requested by the Business Administrator that the Board of Education approve a revised contract with [Fitness Machine Technicians](#), of Wilmington, Delaware, to service the Health Center equipment during the 2017-18 school year in the amount of \$1,030. Emergency visits and non-PM repairs will be charged at \$50 for travel and \$65 per hour for labor. The revision was made due to a change in the payment arrangements.

7. Request and Recommendation for Board of Education Approval to Accept the Audit Proposal for the Year Ended June 30, 2017 from Nightlinger, Colavita & Volpa, PA.

It is recommended by the Business Administrator that the Board of Education accept the [Audit Proposal](#) for the Year Ended June 30, 2017 from Nightlinger, Colavita & Volpa, PA. as follows details:

The proposed audit fee for June 30, 2017 is as follows:

Preparation of general and food service audits for submission to the New Jersey Department of Education and preparation of the electronic Audsum Certification.

\$22,450 SCVTS Audit/CAFRA/AMR

Any increase in future audit fee proposals would be linked to a modest inflationary increase and material revisions in services as directed by the NJ Department of Education, if any.

With regard to other services, our hourly rates are as follows:

Partner	\$130
Senior	\$90
Assistant Senior	\$70
Staff	\$55-65
Office Support	\$45-55

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Action: Approved_____ Disapproved _____ Held for Study_____

 Motion by: _____

 Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mr. Moffett	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

 Abstain: _____ Opposed: _____

8. Request and Recommendation for Board of Education Approval of GCN Training Global Compliance Network to Provide Online Mandatory Training for SCVTS and SCSSSD District Employees for the 2017-2018 School year.

It is recommended by the Superintendent that the Board of Education approve [Global Compliance Network](#) to provide online mandatory trainings for all SCVTS and SCSSSD employees in the amount of \$1,400.00 (\$700 for SCVTS and \$700 for SCSSSD) for the 2017-2018 school year. This service meets the requirements of the Department of Education mandatory annual professional development as well as provides educational professional development for ongoing targeted training needs.

9. Request and Recommendation by the Business Administrator to approve a Contract With the County of Salem for Lawn Services for July and August 2017 for a Total of \$2,000 for both districts.

It is requested that the Board of Education approve a contract with the [County of Salem](#) for Lawn Services for July and August 2017 for a total of \$2,000 for both districts. The contract is only being renewed for two months until the equipment the school purchased is delivered.

10. Request and Recommendation by the Business Administrator For the Board of Education to Discuss the Code of School Ethics for School Board Members.

It is requested that the Board of Education discuss the [Code of School Ethics](#). Each school board member is responsible to read and become familiar with the codes per School Ethics Act, C1788, P.L. 2001 and to sign an [Acknowledgement of Receipt of the Codes](#).

11. Request and Recommendation by the Business Administrator for Approval for the Salem County Vocational Technical School District 2017-18 Line of Coverage Insurance Renewal for a Total of \$181,265.

It is requested that the Board of Education approve the Salem County Vocational Technical School District for the 2017-18 school year for Line of Coverage insurance renewal for a total of \$181,265 through [GCSSD JIF](#).

12. Request and Recommendation by the Business Administrator for Board of Education Approval of a Contract with Strauss Esmay Associates,

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LLP for Policy Alerts & Support System (PASS), Online Maintenance Fees, Public Assess Fees for Bylaws & Policies and Regulations in the Amount of \$3,540 for the 2017-18 School Year

It is requested that the Board of Education approve a contract with [Strauss Esmay Associates, LLP](#) for Policy Alerts and Support System (PASS), Online Maintenance Fees, Public Assess Fees for Bylaws, Policies, and Regulations in the amount of \$3,540 for the 2017-18 school year. This will provide website access.

13. Request and Recommendation for Board of Education Approval for Breakfast/School Lunch Pricing Schedule for the 2017-18 School Year.

It is recommended by the Food Service Director that the Board of Education approve the following prices for the breakfast and lunch for the 2017-18 school year.

	<u>Breakfast</u>	<u>Lunch</u>
Full	\$2.25	\$3.50
Reduced	\$0.30	\$0.40
Adult	\$2.75	\$4.00

Resolved that upon the recommendation of the Food Service Director that the Board approve the following prices for breakfast and lunch for the 2017-18 school year for the Salem County Vocational Technical Schools.

14. Request and Recommendation for Board of Education Approval to Approve the HACCP plans for the Career and Technical High School.

It is requested and recommended that the Board Of Education approve the [HACCP plans for the Career and Technical High School](#). **Hazard analysis and critical control points** or **HACCP** is a systematic preventive approach to food safety from biological, chemical, and physical hazards in production processes that can cause the finished product to be unsafe, and designs measurements to reduce these risks to a safe level. In this manner, HACCP is referred as the prevention of hazards rather than finished product inspection. The HACCP system can be used at all stages of a food chain, from food production and preparation processes including packaging, distribution, etc. Mr. Roland Carter prepared HACCP plans for each building as required by law. It is requested that these plans be approved for usage in each building as well as part of the corrective action plan for the Food Service Audit.

15. Request and Recommendation for Board of Education Approval of BioSecurity Plans for the Career and Technical High School

It is requested and recommended that the Board of Education approve the [BioSecurity plans for the Career and Technical High School](#). A BioSecurity plan is required at each location with regards to food service. "Food Biosecurity" focuses on ways to limit the opportunity for someone to intentionally contaminate food for the purpose of causing harm or death. "Food Safety" focuses on ways to limit naturally occurring food contaminants and those caused by cross contamination and time/temperature abuse. Mr. Roland Carter and Mr. Frank Maurer prepared the BioSecurity plans for each building as required by law. It is requested that these plans be approved for usage in each building.

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16. Request and Recommendation for Board of Education Approval to Award a Contract for Culinary Arts and Food Service Paper Supplies for 2017-18 School Year to Camden Bag in the amount of \$325.30, Penn Jersey Products in the amount of \$1,362.50, South Jersey Paper Products in the amount of \$6372.75, and U.S. Foods in the amount of \$5410.20.

It is recommended that the Board of Education grant approval to award a [contract for Culinary Arts and Food Service Paper Supplies](#) for the 2017-18 School Year. Quotes were received from four vendors (Camden Bag & Paper, Penn Jersey Products, South Jersey Paper Products and U.S. Foods) on June 2, 2017 for Culinary Arts and Food Service Paper Supplies for the 2017-18 school year. The contracts will be awarded to Camden Bag & Paper in the amount of \$325.30, Penn Jersey Products in the amount of \$1,362.50 and South Jersey Paper Products in the amount of \$6,372.50 and U.S. Foods in the amount of \$5410.20; based on quantities offered. The attached spreadsheet for your review shows the products highlighted based on quantities offered.

17. Request and Recommendation of the Board of Education Approval to Award a Contract for Linen Services for the Culinary Arts and Food Services Department for the 2017-18 School Year.

It is recommended that the Board of Education grant approval to award a [contract for Linen Services](#) for the Culinary Arts and Food Services Department for the 2017-18 School Year. Quotations were sent to six vendors; one vendor replied, Churchill Linen Services, Inc. (dba/Wildwood Linen Supply, Wildwood, NJ). The prices must remain in effect through June 30, 2018. The attached spreadsheet for your review shows the products highlighted in bold print based on quantities offered.

DESCRIPTION	WILDWOOD LINENS (Stokes Laundry)	MONTHLY USAGE
	PRICE EACH	
Kitchen Towels 100% Cotton 14" x 24"	.155	1000
Barber Towels Terry Cloth 15" x 24"	.196	3200
Bib Aprons (55% Cotton/45% Polyester Straight Cut) White 32" x 38"	.433	1000
Table Covers White 52" x 52" Special Occasion	.567	N/A
Table Covers White (Inventory 10) 72" x 72"	.773	10
Table Covers White (Inventory 25) 54" x 120"	2.06	15
Table Covers Burgundy 72" x 72" Special Occasion	.721	N/A

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Table Covers Navy Blue 72" x 72" Special Occasion	.721	N/A
Napkin Burgundy 20" x 20" Special Occasion	.124	N/A
Napkin White 20" x 20" Special Occasion	.103	N/A
Napkin Burgundy (Inventory 175) 20" x 20"	.124	100
Table Covers White (Inventory 20) 61" x 61"	.618	N/A

18. Request and Recommendation for Board of Education Approval of a Proposal from Papa Luigi’s Pizzeria to Provide Fifty (50) Pizzas for the Students of the Salem County Vocational Technical School District and Salem Campus on Alternate Fridays for the 2017-18 School Year in the Amount of \$5.99 Per Pizza

It is recommended that the Board of Education grant approval of a proposal from [Papa Luigi’s Pizzeria](#) to provide fifty (50) pizzas for the students of the Salem County Vocational Technical School District and Salem Campus on alternate Fridays for the 2017-18 school year in the amount of \$5.99 per pizza.

19. Request and Recommendation for Board of Education Approval to Enter into a Joint Purchasing Agreements as Part of a Shared Service Initiative with Penns Grove-Carneys Point Board of Education for the 2017-18 School Year.

It is recommended that the Board of Education approve the following joint purchasing agreements as part of a shared service initiative. The agreements shall be in effect for fiscal year 2017-18, which runs from July 1, 2017 through June 30, 2018.

ITEMS TO PURCHASE

[Baked Goods](#)
[Milk, Juice, Dairy](#)

SHARED SERVICES SUPPLIER

Board of Education – PG/CP
Board of Education – PG/CP

20. Request and Recommendation for Board of Education Approval of a Contract with Verizon for GPS Locating System for All District Vehicles in Both Districts

It is recommended that the Board of Education approve of a contract with [Verizon](#) for GPS locating system for all district vehicles in both districts. The cost of the hardware for all vehicles is \$688.28 total with an additional \$26 shipping cost. The cost thereafter is \$175.50 per month for the entire fleet of 13 vehicles for both districts combined. This system monitors vehicle location, idle time, speed, maintenance, recalls, and other key points can be programmed into the system. A portal is included for overview, reporting, and notifications of issues with vehicles.

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21. Request and Recommendation For the Board of Education To Approve School Personnel To Drive the School Buses and Vans During the 2017-18 School Year

It is recommended that the Board of Education approve the following school personnel to drive the school buses and vans during the 2017-18 school year:

Laura R. Romano
David Ewart
Judy Locke
Joyce Malara-Kates
Michael Pavesi
William J. Pennock, Jr.
Angela Rodriguez
Janene Garrison-Morrison
Alecia Bass (pending final CDL)
Frank Maurer (pending final CDL)

22. Request and Recommendation for Board of Education Approval of an Agreement between Salem County Special Services School District and Salem County Vocational Technical School District Board of Education and Comegno Law Group, P.C. for Legal Services-Solicitor at the rate of \$175 per hour for the 2017-18 School Year

It is recommended that the Board of Education approve an agreement between Salem County Special Services School District and Salem County Vocational Technical School District Board of Education and [Comegno Law Group](#), P.C. for Legal Services-Solicitor at the rate of \$175 per hour for the 2017-18 school year.

23. Request and Recommendation for the Board of Education Approval To Cancel Adult Education Revenues Owed by Former Students for the 2014-15 and 2015-16 School Years in the Amount of \$47,611

It is recommended that the Board of Education approve canceling Adult Education [revenues owed](#) by former students for the 2014-15 and 2015-16 school years in the amount of \$47,611. Efforts have been taken to collect the money.

24. Request and Recommendation for the Board of Education to Accept a Donation of \$200 From The Quinton Baptist Church for Use of Our Facilities

It is requested that the Board of Education accept a donation of \$200 from Quinton Baptist Church for the use of our gym for basketball for two weeks.

25. Request and Recommendation for the Board of Education to Approve Record Management Services to Provide Annual Maintenance of Records Storage in the Amount of \$1,500 for both districts.

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It is requested and recommended that the Board of Education approve [Record Management Services](#), of Vineland, NJ, to provide annual maintenance of record storage in the amount of \$1,500 for both districts. They will organize the boxes in storage, label them, do an inventory database of boxes stored, do destructions once a year, and present a final report and access database containing updated inventory.

26. Request and Recommendation by the Business Administrator that the Board of Education Rescind the Proposal From R. Worley Construction to Repair the Cafeteria Roof in the Amount of \$3,800

It is requested by the Business Administrator that the Board of Education rescind the proposal from R. Worley Construction for the repairs of the roof over the cafeteria ceiling at a cost of \$3,800. Mr. Worley was unable to provide the state required paperwork to do the job.

27. Request and Recommendation by the Business Administrator that the Board of Education Accept the Proposal From Fisher’s Roofing to Repair the Cafeteria Roof in the Amount of \$4,250

It is requested by the Business Administrator that the Board of Education accept the proposal from [Fisher’s Roofing](#) for the repairs of the roof over the cafeteria ceiling at a cost of \$4,250.

28. Request and Recommend by the Business Administrator that the Board of Education Approve the Renewal of the Delta Dental Plan for SCVTS for Two Years

It is requested by the Business Administrator that the Board of Education approve the renewal of the [Delta Dental Plan](#) for SCVTS for two years from September 1, 2017 until August 31, 2019. There is no change in rates.

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mr. Moffett	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

Abstain: _____ Opposed: _____

IX. SUPERINTENDENT’S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT

A. New Business:

PERSONNEL:

1. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Maria Alleva.

It is requested by the Superintendent that the Board of Education approve the employment of Maria Alleva as Assistant Principal-Alternative School at her current salary of \$76,950, effective July 1, 2017.

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2. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of William Tomer, Jr.

It is requested by the Superintendent that the Board of Education approve the employment of William Tomer, Jr. as IT Help Desk Technician, effective August 1, 2017 at the prorated salary of \$36,000.

3. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Troy Bass - Student Part-Time Custodian.

It is requested by the Superintendent that the Board of Education approve the employment of Troy Bass-Student Part Time Custodian, effective July 20, 2017. Mr. Bass will be compensated at the student rate of \$8.44/hour.

4. Request and Recommendation of the Superintendent for Board of Education Approval of the Transfer of Douglas Eldridge.

It is requested by the Superintendent that the Board of Education approve the transfer of Douglas Eldridge-Part Time Custodian to Part Time Driver, effective September 1, 2017. Mr. Eldridge will be compensated at his current salary.

5. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of the following stipend positions.

It is requested by the Superintendent that the Board of Education approve the employment of the following stipend positions at the negotiated rates listed.

Position	Name	Stipend Amount
AM Cafeteria Monitor	Garry Dolbow	\$825.00
Fitness Center Moderator	Lindsey Doran	\$30/hr
Fitness Center Moderator - Sub	Jami Munyan	\$30/hr
Fitness Center Moderator - Sub	Julius Enarusai	\$30/hr
AM Detention Monitor	Alfred Roeske	\$825.00
PM Detention Monitor	Elizabeth Bernat-Duaime	\$825.00
Garden Club Advisor	Carly Chaapel	\$1,550.00
Freshman Class Moderator	Rachel Lester	\$1,550.00
Sophomore Class Moderator	Kate Polillo	\$1,550.00
Junior Class Moderator	Lindsey Doran	\$1,550.00
Senior Class Moderator	Tracy Foster	\$1,550.00
Senior Trip Advisor	Tracy Foster	\$825.00

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Academic League - JV	Nicole Cerqueria	\$825.00
Academic League - Var	Dawn Patrick	\$825.00
FFA Advisor	Keely DiTizio	\$1,550.00
HOSA Advisor	Lisa Hartsough	\$1,550.00
Honor Society Advisor	Nicole Pham	\$1,550.00
Yearbook Advisor	Leo Maisey	\$1,550.00
Skills USA Advisor	Mark Kasubinski	\$1,550.00
TLC Advisor	Tracy Foster	\$1,550.00
Banquet Chef	Bruce Connell & Brian Quinn	\$30/hr
Student Government Advisor (All Class)		\$1,550.00
Boy's Cross Country Coach	Matt DiTizio	\$3,000.00
Girl's Cross Country Coach	Kim Kraky	\$1,500.00
Girl's Cross Country Coach	Kacey Weber	\$1,500.00
Boy's Volleyball Coach		\$3,000.00
Girl's Volleyball Coach	Lindsay Doran	\$3,000.00
Boy's Head Basketball Coach	Patrick Fisher	\$3,000.00
Girl's Head Basketball Coach	Karlyle Adams	\$3,000.00
Boy's Asst. Basketball Coach	Bruce Connell	\$1,500.00
Girl's Asst. Basketball Coach	Lindsay Raleigh	\$1,500.00
Previously approved in red for informational purposes only.		

6. Request and Recommendation for Board of Education Approval of Staff to work as part of the FY2018 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant funded under the Workforce Innovation and Opportunity Act, Title II, Adult Education and Literacy grant.

It is recommended by the Superintendent that the Board of Education approve the employment of the following individuals to work as part of the 2017-2018 Adult Basic Education grant program.

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Explore Google Apps-Drive, Docs, Sheets and Forms, SRI & ETTC, Galloway, NJ August 16, 2017	Monica Burkhardt Frank Walsh Wandra Wells Maria Alleva Shachara Adams	\$178 registration \$44.95 mileage	\$1114.75 Perkins Post Secondary
Teach Meet NJ 2017 Conference, Rutgers Business School, Piscataway, NJ August 17, 2017	Rachael Lester	\$0 registration, \$171.16 hotel and \$65.17 mileage and tolls	\$236.33 Acct# 11-310-100-580 -75-002
Organize with Google Mail, Calendar and Forms, SRI & ETTC, Galloway, NJ August 23, 2017	Monica Burkhardt Frank Walsh Wandra Wells Maria Alleva Shachara Adams	\$178 registration \$44.95 mileage	\$1114.75 Perkins Post Secondary
Administrative Assistants Conference, Cherry Hill, NJ, September 11, 2017	Paula DeRosa	\$199 registration \$22 mileage \$7 lunch	\$228
Human Resource Law From Start to Finish, Cherry Hill, NJ September 13, 2017	Frank Maurer	\$359 registration \$5.80 tolls \$25.61 mileage	\$390.41
Teaching & Learning Symposium 2017 Conference, Hilton East Brunswick, East Brunswick, NJ October 14, 2017	Cindia Gredesky	\$35 registration, \$47.74 mileage	\$82.74 Acct# 11-140-100-580 -55-002
Annual School Health Conference in Edison, NJ on October 18, 2017	Rebecca Dorrell	\$175 registration, \$56.92 mileage	\$231.92 Acct#11-000- 213-580-34-002

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mr. Moffett	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

Abstain: _____ Opposed: _____

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PROGRAMS:

1. Request and Recommendation for Board of Education Approval to accept the following FY2018 Grants:

- FY2018 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant funded under the Workforce Innovation and Opportunity Act, Title II, Adult Education and Literacy grant funds in the amount of \$585,580 for the budget period July 1, 2017 to June 30, 2018
- FY2018 Perkins Secondary grant funds in the total amount of \$125,049 for the budget period July 1, 2017 to June 30, 2018.
- FY2018 Perkins PostSecondary grant funds in total amount of \$92,758 for the budget period July 2, 2017 to June 30, 2018.
- FY2018 Individual Disabilities Education Act - Part B (IDEA-B) Grant in the amount of \$116,937 for the budget period July 1, 2017 to June 30, 2018.

2. Request and Recommendation for Board of Education Approval to Apply for the FY2018 Elementary and Secondary Education Act (ESEA) Consolidated Subgrant funds in the total amount of \$214,680.

It is recommended by the Superintendent that the Board of Education approve the Salem County Vocational Technical School District to apply for the FY2018 Elementary and Secondary Education Act (ESEA) Consolidated Subgrant funds in the total amount of \$214,680 (Title IA \$186,569; Title IIA \$28,111) for the budget period July 1, 2017 to June 30, 2018

3. Request and Recommendation for Board of Education Approval of Adult Post Secondary Program Offering and Tuition Costs for the 2017-2018 School Year.

CTE Post Secondary Program	Program Hours	Cost*
Culinary Arts and Food Service Preparation Program	150	Per Session \$19,950 (minimum 6 students)
Cost includes ServSafe and Nocti exams taken one time.		Per Client \$3325

4. Request and Recommendation for Board of Education Approval of Affiliation Agreements for the 2017-2018 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 [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 2017-2018 school year to provide clinical facilities for students to complete appropriate clinical hours and experiences preparing students to earn certification in the Allied Health Profession.

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Carneys Point Rehabilitation and Nursing Center
Friends Village at Woodstown
First Step Pediatrics, Office of Hassan Salah, MD
Golden Rehabilitation and Nursing Center
Laboratory Corporation of America Holdings
Mazzuca Eye and Lazer Centers, Office of Douglas E. Mazzuca, DO
Merion Gardens Assisted Living
Office of Cooper Heart Institute
Office of Physicians, Dr. Amir M. Friedman, MD
Office of Dr. Michael Cafone, DO
Offices of Dr. Mohamed M. Salem, MD
Salem County Adult Day Care Center
Southgate Health Care Center
Southern Jersey Family Medical Centers, Inc.

5. Request and Recommendation for Board of Education Approval of All Existing Articulation Agreements with SCVTS.

It is recommended by the Superintendent that the Board of Education approve all articulation agreements annually unless other approvals are needed per the guidelines of the agreements.

6. Request and Recommendation for Board of Education Approval to Utilize Option ii Graduation Standards for Students in the AFJROTC Program for the 2017-2018 School Year.

It is recommended by the Superintendent that the Board of Education approve to utilize Option ii Graduation Standards for students in the AFJROTC program to partially fulfill Physical Education requirements and for full time career and technical students to fulfill Visual and Performing Arts credits and 2.5 financial literacy credits through their career and technical classes.

7. Request and Recommendation for Board of Education Approval to Utilize Option ii Graduation Standards to Offer the Transcription of Applied Technical Math or Applied Technical Science of Financial Literacy Credits for Shared Time Students Enrolled at the Career and Technical High School for the 2017-2018 School Year.

It is recommended by the Superintendent that the Board of Education approve to utilize Option ii Graduation Standards to offer the transcription of Applied Technical Math or Applied Technical Science or Financial Literacy credits for shared time students enrolled in career and technical classes. The transcription is given for 2.5 credits per school year based on New Jersey Core Content Curriculum Standards embedded in the curriculum for the career and technical classes. These credits must be approved and accepted by the sending school principal for the student to count them towards fulfilling graduation requirements.

8. Request and Recommendation for Board of Education Approval of the Student Athlete Handbook for the 2017-2018 School Year.

It is recommended by the Superintendent that the Board of Education approve the [2017-2018 Student Athlete Handbook](#).

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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9. Request and Recommendation for Board of Education Approval of the First Reading for the Following Textbooks at the Career and Technical High School and Adult Education Programs for the 2017 – 2018 School Year.

It is recommended by the Superintendent that the Board of Education grant approval of the first reading of the following textbooks for use at the Career and Technical High School for the 2017-2018 school year. The textbooks are available in the Board Conference Room for review. Readability studies have been completed and reviewed in accordance with the Affirmative Action Policy.

Textbooks	Class/Program	ISBN
Today's Medical Assistant, 3rd Edition	Medical Assistant - Adult Education	978-0-323-31135-9
Modeling with Mathematics, A Bridge to Algebra II, 2nd Edition	Applied Algebra II (New Class for NCLB Title II students)	978-1-4292-6255-2
Principles of Anatomy and Physiology	Science	978-1-118-34500-9

10. 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
Regal Cinemas and Chick Filet, Vineland, NJ	TLC students and one (1) chaperone	July 11 th and July 26, 2017	SCVTS Bus \$125.00 each day
Cohanzick Zoo/Splash Park, Bridgeton, NJ	TLC students and one (1) chaperone	July 18 and August 8, 2017	SCVTS Bus \$75.00 each day
Wood Lanes, Woodstown, NJ	TLC students and one (1) chaperone	August 1, 2017	SCVTS Bus \$75.00

11. Request and Recommendation for Board of Education Approval of fundraising activities for the Career and Technical High School for the 2017-2018 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.

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	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
A.	Class of 2018	Spirit Wear Sale \$15.00 per T-Shirt and \$25 - \$30 per Hoodie	August 1, 2017 thru May 30, 2018
B.	HOSA	Bake Sale at Salem County Fair	August 7 - 12, 2017
C.	FFA	Bounce House at Salem County Fair 4 - 9 pm \$3.00 per person	August 7 - 12, 2017
D.	Class of 2019	Water/Assorted Snack Sales \$1.00 Each	September 2017 thru June 2018
E.	Class of 2019	Philly Pretzel Sale \$1.00 Each	Every Friday from September 2017 thru June 2018
F.	Class of 2019	Italian Kitchen Sub Sales \$7.00 Each	September 2017 thru June 2018
G.	Class of 2019	Basketball Tournament \$3.00 to play and \$2.00 to watch	TBD – (2) for the school year of 2017-2018
H.	HOSA	Yankee Candle Sale	September 2017 thru November 2017
I.	Class of 2019	Roadside Clean Up, Woodstown, NJ \$300.00	TDB - September 2017 thru June 2018

**12. Request and Recommendation for Board of Education Approval of Student
Community Service Projects for the 2017-2018 school year.**

Community Service Project	Date	District Cost
FFA - Recycle Project at Salem County Fair	August 7 - 12, 2017	\$0

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

1. Request and Recommendation for Board of Education Approval of the first reading of the policies listed below.

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

- P 2461 [Special Education/Receiving Schools \(M\) \(Revised\)](#)
- R 2461 [Special Education/Receiving Schools \(M\) \(Revised\)](#)
- R 2461.01 [Special Education/Receiving Schools – IEP Implementation \(M\) \(Revised\)](#)
- R 2461.02 [Special Education/Receiving Schools – Suspension \(M\) \(Revised\)](#)
- R 2461.03 [Special Education/Receiving Schools – Student Records \(M\) \(Revised\)](#)
- R 2461.04 [Special Education/Receiving Schools – Special Education and Related Services \(M\) \(Revised\)](#)
- R 2461.05 [Special Education/Receiving Schools – IEP Compliance \(M\) \(Revised\)](#)
- R 2461.06 [Special Education/Receiving Schools – Highly Qualified and Appropriately Certified Staff \(M\) \(Revised\)](#)
- R 2461.07 [Special Education/Receiving Schools – Termination of Placement \(M\) \(Revised\)](#)
- R 2461.08 [Special Education/Receiving Schools – In-Service Training \(M\) \(Revised\)](#)
- R 2461.09 [Special Education/Receiving Schools – Statewide and District-Wide Assessment Programs \(M\) \(Revised\)](#)
- R 2461.10 [Special Education/Receiving Schools – Full Educational Opportunity \(M\) \(Revised\)](#)
- R 2461.11 [Special Education/Receiving Schools – Staff Consultation \(M\) \(Revised\)](#)
- R 2461.12 [Special Education/Receiving Schools – Length of School Day and Academic Year \(M\) \(Revised\)](#)
- R 2461.13 [Special Education/Receiving Schools – Observation of Educational Programs \(M\) \(New\)](#)
- R 2461.14 [Special Education/Receiving Schools – Amending Policies, Procedures, the Services Provided, or the Location of Facilities \(M\) \(New\)](#)
- R 2461.15 [Special Education/Receiving Schools – Operation of an Extended Academic Year Program \(M\) \(New\)](#)
- R 2461.16 [Special Education/Receiving Schools – Employment of a Full-Time Non-Teaching Principal \(M\) \(New\)](#)
- R 2461.17 [Special Education/Receiving Schools – Submission of Fiscal Information and Obtaining Certificates \(M\) \(New\)](#)

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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R 2461.18 [Special Education/Receiving Schools – Notice to Department of Education Prior to Ceasing Operation or Change of Ownership \(M\) \(New\)](#)

R 2461.19 [Special Education/Receiving Schools – Behavior Modification Program \(M\) \(New\)](#)

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mr. Moffett	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

Abstain: _____ Opposed: _____

B. Old Business:

POLICY

1. Request and Recommendation for Board of Education Approval of the final reading and Adoption of the policies listed below.

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

- | | |
|-----------------------|---|
| P & R 1240 | Evaluation of Superintendent (M) (Revised) |
| P & R 3126 | District Mentoring Program (Revised) |
| P & R 3221 | Evaluation of Teachers (M) (Revised) |
| P & R 3222 | Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised) |
| P & R 3223 | Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised) |
| P & R 3224 | Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised) |
| P & R 3240 | Professional Development for Teachers and School Leaders (M) (Revised) |
| P & R 5610 | Suspension (M) (Revised) |
| P 5620 | Expulsion (M) (Revised) |
| P & R 7424 | Bed Bugs (New) |
| P 8505 | Local Wellness Policy/Nutrient Standards for Meals and Other Foods (M) (Revised) |
| P 8550 | Unpaid Meal Charges/Outstanding Food Service Charges (M) (Revised) |

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It is recommended that the Board of Education approve an agreement with [E2E Exchange Services](#) for the Salem County Special Services School District from July 1, 2017 to June 30, 2018. The service will perform certain services relating to the USAC E-rate Funding Program application process designed for eligible education entities to receive discounts and/or reimbursements for eligible telecommunication services and Internet access.

2. Request and Recommendation of the Business Administrator for the Board of Education to Approve the E-Rate Services Agreement for the Salem County Special Services School District

It is recommended that the Board of Education approve an agreement with [E-Rate Services](#) for the Salem County Special Services School District from July 1, 2017 to June 30, 2018. The service will advise client of required information necessary to file applications to receive E-rate discounts, calculate E-rate discount, prepare and file all necessary documents required by USAC, respond to requests made, review and verify Receipt Acknowledge Letters, and review of Funding Commitment Decision Letters.

3. Request and Recommendation of the Business Administrator for the Board of Education for Approval of the Security Section of the Operations Manual

It is recommended by the Business Administrator that the Board of Education approve the [Security section of the Operations Manual](#). The manual has been updated to clarify procedures and to include previously approved district Policies.

4. Request and Recommendation of the Business Administrator for the Board of Education for Approval of a PULSE AED Program Agreement with the Millville Rescue Squad the Salem County Special Services School District (Cumberland Campus) for Two Years at a cost of \$2,800

It is recommended by the Business Administrator that the Board of Education approve a [PULSE AED Program agreement](#) with the Millville Rescue Squad for the Salem County Special Services School District (Cumberland Campus). The Millville Rescue Squad will provide the semi-automatic external defibrillation device (AED) housing unit and on-site mounting, supplies, and equipment, and training of staff services in cardiopulmonary resuscitation. They will replenish supplies, do quarterly equipment checks, notify local EMS providers, supply CPR ready pack to include ventilation device, scissors, disposable razor, gloves, and towel, and notification of changes or updates on AED/CPR. This is a two year agreement. The first year the cost will be \$1,400. The second year will be \$1,400 and they will replenish supplies, do quarterly equipment readiness checks, training for additional rescuers, and give a one (1) hour safety lecture/demonstration to employees, students or organization members.

5. Resolved That Upon the Recommendation of the Business Administrator That the Board of Education Accept the Bid Results from the Lease Purchase Received on July 12, 2017 at 1:00 PM for the Lease purchase of Two Handicap Accessible 54 Passenger Buses. Based on

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the Results the Bid Should Be Awarded to TD Equipment Finance, Inc. NJ at a Rate Bid of 2.65% with Yield Maintenance as the Purchase Option Penalty.

It is recommended that the Board of Education accept the bid results from the lease purchase quote received on July 12, 2017 for the two handicap accessible 54 passenger buses. Based on the two bids received, the bid should be awarded to TD Equipment Finance, Inc, NJ at a rate of 2.65% with yield maintenance as the purchase option penalty.

TD Equipment Finance , Inc. NJ	2.65%
US Bancorp Government Leasing & Finance, Inc.	2.683%

6. Request and Recommendation for Board of Education Approval to Accept the Audit Proposal for the Year Ended June 30, 2017 prepared by Nightlinger, Colavita & Volpa, PA.

It is recommended by the Business Administrator that the Board of Education accept the [Audit Proposal](#) for the Year Ended June 30, 2017 from Nightlinger, Colavita & Volpa, PA. as follows details:

The proposed audit fee for June 30, 2017 is as follows:

Preparation of general and food service audits for submission to the New Jersey Department of Education and preparation of the electronic Audsum Certification.

\$19,235 SCSSSD Audit/CAFRA/AMR

Any increase in future audit fee proposals would be linked to a modest inflationary increase and material revisions in services as directed by the NJ Department of Education, if any.

With regard to other services, our hourly rates are as follows:

Partner	\$130
Senior	\$90
Assistant Senior	\$70
Staff	\$55-65
Office Support	\$45-55

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mr. Moffett	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

Abstain: _____ Opposed: _____

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7. Request and Recommendation for Board of Education Approval of a Cellular Telephone Allowance for SCSSSD Employees for the 2017-18 School Year, effective July 1, 2017 to June 30, 2018.

It is requested that the Board of Education approve the cellular telephone allowance for the following SCSSSD employees:

Name	Amount Annually
Dr. James D'Amato	\$600.00
Brian Cummings	\$600.00
James Helder	\$600.00
Shawn Rebman	\$600.00
Harry Rodriguez	\$600.00
Dr. Todd Hackett-Slimm	\$600.00
Dr. Elizabeth Jane Whittinghill	\$600.00
Total	\$4,200.00

Action is recommended to approve these amounts in equal monthly payments.

8. Request and Recommendation for Board of Education Approval of GCN Training Global Compliance Network to Provide Online Mandatory Training for SCVTS and SCSSSD District Employees for the 2017-2018 School year.

It is recommended by the Superintendent that the Board of Education approve [Global Compliance Network](#) to provide online mandatory trainings for all SCVTS and SCSSSD employees in the amount of \$1,400.00 (\$700 for SCVTS and \$700 for SCSSSD) for the 2017-2018 school year. This service meets the requirements of the Department of Education mandatory annual professional development as well as provides educational professional development for ongoing targeted training needs.

9. Request and Recommendation by the Business Administrator for Board of Education Approval to Dispose of Technology Equipment No Longer Used by the Salem County Special Services School District

It is requested that the Board of Education approve the [disposal of technology equipment](#) that is no longer used by the Salem County Special Services School District in their classrooms.

10. Request and Recommendation by the Business Administrator For the Board of Education to Discuss the Code of School Ethics for School Board Members

It is requested that the Board of Education discuss the [Code of School](#)

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Ethics. Each school board member is responsible to read and become familiar with the codes per School Ethics Act, C1788, P.L. 2001 and to sign an [Acknowledgement of Receipt of the Codes](#).

11. Request and Recommendation by the Business Administrator for the Board of Education Approval for the Salem County Special Services School District 2017-18 Property and Casualty Insurance Renewal for a Total of \$199,891

It is requested that the Board of Education approve the Salem County Special Services School District 2017-18 Property and Casualty Insurance Renewal for a total of \$199,891.

<u>Coverage</u>	<u>Annual Renewal Pricing for 2017-18</u>
Commercial Package	\$41,961
School Leader’s E&O	\$8,091
Workers’ Compensation & Employer’s Liability	\$140,926
Supplemental Indemnity	\$2,285
Excess Liability	\$1,532
Student Accident (Basic)	\$4,398
Student Accident (Catastrophic)	\$698
GRAND TOTAL	\$199,891

12. Request and Recommendation by the Business Administrator for Board of Education Approval of a Contract with Strauss Esmay Associates, LLP for Policy Alerts & Support System (PASS), Online Maintenance Fees, Public Assess Fees for Bylaws & Policies and Regulations in the Amount of \$3,540 for the 2017-18 School Year

It is requested that the Board of Education approve a contract with [Strauss Esmay Associates, LLP](#) for Policy Alerts and Support System (PASS), Online Maintenance Fees, Public Assess Fees for Bylaws, Policies, and Regulations in the amount of \$3,540 for the 2017-18 school year. This will provide website access.

13. Request and Recommendation for Board of Education Approval for the Purchase of GradPoint from Pearson in the amount of \$5,990.00 from July 1, 2017 through June 30, 2018.

It is requested and recommended that the Board of Education approve GradPoint from Pearson. [GradPoint](#) is the Online Curriculum used at the Alternative School to assist the students in remediation of failed courses as well as the course of electives at the school. Cost of 10 portals for one year

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is \$5,990.00 (no price increase). This contract will pay for the period of July 1, 2017 through June 30, 2018.

14. Request and Recommendation for Board of Education Approval to Approve the HACCP Plans for the Alternative Campus, Cumberland Campus, Daretown Campus, and Salem (RDS) Campus.

It is requested and recommended that the Board Of Education approve the HACCP plans for the [Alternative Campus](#), [Cumberland Campus](#), [Daretown Campus](#), and [Salem Campus \(RDS\)](#). Hazard Analysis and Critical Control Points or HACCP is a systematic preventive approach to food safety from biological, chemical, and physical hazards in production processes that can cause the finished product to be unsafe, and designs measurements to reduce these risks to a safe level. In this manner, HACCP is referred as the prevention of hazards rather than finished product inspection. The HACCP system can be used at all stages of a food chain, from food production and preparation processes including packaging, distribution, etc. Mr. Roland Carter prepared HACCP plans for each building as required by law. It is requested that these plans be approved for usage in each building as well as part of the corrective action plan for the Food Service Audit.

15. Request and Recommendation for Board of Education Approval of BioSecurity Plans for the Alternative Campus, Cumberland Campus, Daretown Campus, and Salem Campus.

It is requested and recommended that the Board of Education approve the BioSecurity plans for the [Alternative Campus](#), [Cumberland Campus](#), [Daretown Campus](#), and [Salem Campus \(RDS\)](#). A BioSecurity plan is required at each location with regards to food service. “Food Biosecurity” focuses on ways to limit the opportunity for someone to intentionally contaminate food for the purpose of causing harm or death. “Food Safety” focuses on ways to limit naturally occurring food contaminants and those caused by cross contamination and time/temperature abuse. Mr. Roland Carter and Mr. Frank Maurer prepared the BioSecurity plans for each building as required by law. It is requested that these plans be approved for usage in each building.

16. Request and Recommendation for Board of Education Approval of the Classroom Lease Agreement with Upper Pittsgrove Board of Education for the 2017-18 School Year at a cost of \$53,685.00 Effective September 1, 2017 through June 30, 2018

It is recommended that the Board of Education approve the [classroom lease agreement with Upper Pittsgrove Board of Education](#) for the 2017-18 school year at a cost of \$53,685.00 effective September 1, 2017 through June 30, 2018. Three District ASD classes are housed at this site.

17. Request and Recommendation for Board of Education Approval of the Vending Contract between Salem County Special Services Alternative High School and Penns Grove-Carneys Point Regional School District Effective September 1, 2017 through June 30, 2018

It is recommended that the Board of Education approve the [Vending Contract](#) between Salem County Special Services Alternative High School

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and Penns Grove-Carneys Point Regional School District effective
September 1, 2017 through June 30, 2018.

**18. Request and Recommendation for Board of Education Approval for
Breakfast/School Lunch Pricing Schedule for the 2017-18 School Year.**

It is recommended by the Food Service Director that the Board of Education approve the following prices for the breakfast and lunch for the 2017-18 school year.

	<u>Breakfast</u>	<u>Lunch</u>
Full	\$2.25	\$3.50
Reduced	\$0.30	\$0.40
Adult	\$2.75	\$4.00

Resolved that upon the recommendation of the Food Service Director that the Board approve the following prices for breakfast and lunch for the 2017-18 school year for the Regional Day School, Upper Pittsgrove, and Cumberland Campuses. The alternative School and Daretown are part of the Community Eligibility Program (CEP) and their students will be fed for free under this program.

**19. Request and Recommended that the Board of Education Approve an
RFP for Nursing Services at the Cumberland Campus for the 2017-18
School Year.**

It is recommended that the Board of Education grant approval for receiving [bids for the Nursing Services](#) at the Cumberland Campus for the 2017-18 school year. In past years, the Cumberland Campus has utilized an outside vendor for substitute nursing when on staff nursing is not available. It has been over three years since this service was sent out for bid. Therefore, it is being requested that the Board approve Mr. Bolil to go out for bid for these services.

**20. Request and Recommendation that the Board of Education Approve
A Contract with GCSSSD for the 2016-17 School Year**

It is recommended that the Board of Education approve a contract with [GCSSSD for bus transportation](#) being provided by Kerry Bus Service, Inc. for the Y1285 route.

**21. Request and Recommendation For the Board of Education To
Approve School Personnel To Drive the School Buses and Vans
During the 2017-18 School Year**

It is recommended that the Board of Education approve the following school personnel to drive the school buses and vans during the 2017-18 school year:

Laura R. Romano
David Ewart
Judy Locke
Joyce Malara-Kates
Michael Pavesi

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William J. Pennock, Jr.
Angela Rodriguez
Janene Garrison-Morrison
Alecia Bass (pending final CDL)
Frank Maurer (pending final CDL)

22. Request and Recommendation for Board of Education Approval of a Contract with Verizon for GPS Locating system for All District Vehicles in Both Districts

It is recommended that the Board of Education approve of a contract with [Verizon](#) for GPS locating system for all district vehicles in both districts. The cost of the hardware for all vehicles is \$688.28 total with an additional \$26 shipping cost. The cost thereafter is \$175.50 per month for the entire fleet of 13 vehicles for both districts combined. This system monitors vehicle location, idle time, speed, maintenance, recalls, and other key points can be programmed into the system. A portal is included for overview, reporting, and notifications of issues with vehicles

23. Request and Recommendation for Board of Education Approval of Agreement for Non-Public Services with Pennsville School District for Services for Salem County Christian Academy Under Chapter 192-193

It is recommended that the Board of Education approve an [agreement](#) between Salem County Special Services School District and the Board of Education of Pennsville School District for services for Salem County Christian Academy under Chapter 192-193. The amount of payment is based upon state aid.

24. Request and Recommendation for Board of Education Approval of an Agreement between Salem County Special Services School District and Salem County Vocational Technical School District Board of Education and Comegno Law Group, P.C. for Legal Services-Solicitor at the rate of \$175 per hour for the 2017-18 School Year

It is recommended that the Board of Education approve an agreement between Salem County Special Services School District and Salem County Vocational Technical School District Board of Education and [Comegno Law Group, P.C.](#) for Legal Services-Solicitor at the rate of \$175 per hour for the 2017-18 school year.

25. Request and Recommendation for the Board of Education to Approve Record Management Services to Provide Annual Maintenance of Records Storage in the Amount of \$1,500 for both districts.

It is requested and recommended that the Board of Education approve [Record Management Services](#), of Vineland, NJ, to provide annual maintenance of record storage in the amount of \$1,500 for both districts. They will organize the boxes in storage, label them, do an inventory

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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database of boxes stored, do destructions once a year, and present a final report and access database containing updated inventory.

26. Request and Recommendation by the Business Administrator for the Board of Education Approval That the Resolution To Use Up to \$300,000 in the Unreserved Fund Balance to Cover the Tuition Shortfall Encountered During the 2016-17 School Year

It is recommended that the Board of Education approve a [resolution](#) for the Business Administrator to use up to \$300,000 in the Unreserved Fund balance to cover the tuition shortfall encountered during the 2016-17 school year.

27. Request and Recommendation that the Board of Education Approve A Renewal Contract with GCSSSD for the 2017-18 School Year

It is recommended that the Board of Education approve a renewal [contract with GCSSSD for bus transportation](#) for the 2017-18 school year for Routes Y313, Y521, Y659, Y662, Y788, Y790, Y794, Y860, Y978, SC002, Y1035, Y1100, Y1144, Y1153, Y1173, Y1177, Y1178, Y1179, Y1182, Y1183, Y1184, 1193A, 1193B, Y1213, Y1243, Y1246, Y1251, Y1254, and Y1291

28. Request and Recommendation that the Board of Education Approve A Renewal Contract with GCSSSD for the 2017-18 School Year for Non-Public/Choice/Charter Transportation

It is recommended that the Board of Education approve a contract with GCSSSD for bus transportation for the 2017-18 school year for [Non-Public/Choice/Charter Transportation](#) for Routes SS449, SS450, SS451, SS452, SS453, SS454, SS455, and SS456.

29. Request and Recommendation by the Business Administrator to Approve a Contract With the County of Salem for Lawn Services for July and August 2017 for a Total of \$2,000 for both Districts.

It is requested that the Board of Education approve a contract with the [County of Salem](#) for Lawn Services for July and August 2017 for a total of \$2,000 for both districts. The contract is only being renewed for two months until the equipment the school purchased is delivered.

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mr. Moffett	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

Abstain: _____ Opposed: _____

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XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

A. New Business:

PERSONNEL:

- 1. Request and Recommendation of the Superintendent for Board of Education Approval of Salary Step Increase of Julie D’Attilio, Salem Instructor.**

It is requested by the Superintendent that the Board of Education approve the Salary Step Increase of Julie D’Attilio, Instructor-Salem, from BA-4 (\$52,075) to BA+30-4 (\$53,685), effective September 1, 2017.

- 2. Request and Recommendation of the Superintendent for Board of Education Approval of Salary Step Increase of Nicholas Brozina, Cumberland Instructor.**

It is requested by the Superintendent that the Board of Education approve the Salary Step Increase of Nicholas Brozina, Instructor-Cumberland, from BA-3 (\$51,775) to BA-7 (\$54,575), effective September 1, 2017. This increase is due to a request from NJ18A:29-11.

- 3. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of the following stipend positions.**

It is requested by the Superintendent that the Board of Education approve the employment of the following stipend positions at the negotiated rates listed.

Position	Location	Name	Stipend Amount
Lead Teacher	Upper Pitts	Mary Reilly	\$2,000.00
District Newsletter	District	Brenda Russell	\$215/issue
Special Olympics	District	Bridgit Vit	\$2,000.00
Interpreter	Daretown	Magic Mears	\$2,000.00
Computer Lab/ Life Skills	Daretown	Chris Sipple	\$2,000.00
Interpreter	Salem	Sol Flores	\$2,000.00
Interpreter	Cumberland	Christian Miguel	\$2,000.00
Lead Teacher	Cumberland	Brenda Russell	\$1,333.34
Lead Teacher	Cumberland	Jill Reistle	\$1,333.34
Lead Teacher	Cumberland	Michelle Brown	\$1,333.34
Level II Program Secretary	Related	Jean Pilieri	\$3,000.00

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Handle with Care Coordinator	District	Chris Jones	\$2,000.00
Food Service Coordinator	Alternative	Kendel Watson	\$3,000.00
Food Service Coordinator	Cumberland	Christian Miguel	\$3,000.00
Food Service Coordinator	Daretown	Betsy Osterman	\$3,000.00

4. Request and Recommendation of the Superintendent for Board of Education Approval of Employment of Additional Extended School Year Staff.

Name	Position	Salary
Ian Poinsett	Salem Campus Instructor	\$40/hr not to exceed 144 hours
Kristina Weiss	Salem Campus via Elsinboro (part of CST agreement)	\$40/hr 1.5 hours per day for 3 days per week not to exceed 24 hours.
Shirley Villalongo	Cumberland Substitute IA	\$25/hr not to exceed 144 hours
Abigail Friant	Cumberland Substitute IA	\$25/hr not to exceed 144 hours

5. Request and Recommendation of the Superintendent for Board of Education Acceptance of the Resignation of Michelle Cucugliello, Sign Language Interpreter.

It is requested by the Superintendent that the Board of Education accept the resignation of [Michelle Cucugliello](#), Sign Language Interpreter-Salem Campus, effective August 18, 2017.

PROFESSIONAL DEVELOPMENT

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

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

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Cost of Sub	Total Cost
Regional Training Session for Certification & Prof. Dev. GIC, Sewell, NJ	Vivian Hampshire Tonya Paroda	No Cost	N/A	\$0

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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August 2, 2017				
Administrative Assistants Conference, Cherry Hill, NJ, September 11, 2017	Vivian Hampshire	\$199.00 Registration \$22.00 Mileage \$7 Lunch	N/A	\$233.00
SPELL Retreat Sponsored by JIF Cape May, NJ September 27-29, 2017	John Bolil	No cost to the District	N/A	\$0

PROGRAMS:

1. Request and Recommendation for Board of Education Approval of the following location as a TCP Community Based Instruction Site.

It is recommended by the Superintendent that the Board of Education approve the following location as a TCP Community Based Instruction site:

Studio 5 Performing Arts Center
5 Bowen Avenue
Woodstown, NJ 08098

2. Request and Recommendation for Board of Education Approval for 9th Annual Special Needs Fundraiser.

It is recommended by the Superintendent that the Board of Education approve the 9th Annual Walk for Special Needs Fundraiser to be held at Schalick High School on April 28, 2018 (Rain date May 5, 2018). There is a \$20 participation fee for adults and free for children under 18. There will also be a basket raffle and small crafts fair. Proceeds will benefit the Special Services Programs.

POLICY

1. Request and Recommendation for Board of Education Approval of the first reading of the policies listed below.

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

- P 2461 [Special Education/Receiving Schools \(M\) \(Revised\)](#)
- R 2461 [Special Education/Receiving Schools \(M\) \(Revised\)](#)
- R 2461.01 [Special Education/Receiving Schools – IEP Implementation \(M\) \(Revised\)](#)
- R 2461.02 [Special Education/Receiving Schools – Suspension \(M\) \(Revised\)](#)
- R 2461.03 [Special Education/Receiving Schools – Student Records \(M\) \(Revised\)](#)

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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- R 2461.04 [Special Education/Receiving Schools – Special Education and Related Services \(M\) \(Revised\)](#)
- R 2461.05 [Special Education/Receiving Schools – IEP Compliance \(M\) \(Revised\)](#)
- R 2461.06 [Special Education/Receiving Schools – Highly Qualified and Appropriately Certified Staff \(M\) \(Revised\)](#)
- R 2461.07 [Special Education/Receiving Schools – Termination of Placement \(M\) \(Revised\)](#)
- R 2461.08 [Special Education/Receiving Schools – In-Service Training \(M\) \(Revised\)](#)
- R 2461.09 [Special Education/Receiving Schools – Statewide and District-Wide Assessment Programs \(M\) \(Revised\)](#)
- R 2461.10 [Special Education/Receiving Schools – Full Educational Opportunity \(M\) \(Revised\)](#)
- R 2461.11 [Special Education/Receiving Schools – Staff Consultation \(M\) \(Revised\)](#)
- R 2461.12 [Special Education/Receiving Schools – Length of School Day and Academic Year \(M\) \(Revised\)](#)
- R 2461.13 [Special Education/Receiving Schools – Observation of Educational Programs \(M\) \(New\)](#)
- R 2461.14 [Special Education/Receiving Schools – Amending Policies, Procedures, the Services Provided, or the Location of Facilities \(M\) \(New\)](#)
- R 2461.15 [Special Education/Receiving Schools – Operation of an Extended Academic Year Program \(M\) \(New\)](#)
- R 2461.16 [Special Education/Receiving Schools – Employment of a Full-Time Non-Teaching Principal \(M\) \(New\)](#)
- R 2461.17 [Special Education/Receiving Schools – Submission of Fiscal Information and Obtaining Certificates \(M\) \(New\)](#)
- R 2461.18 [Special Education/Receiving Schools – Notice to Department of Education Prior to Ceasing Operation or Change of Ownership \(M\) \(New\)](#)
- R 2461.19 [Special Education/Receiving Schools – Behavior Modification Program \(M\) \(New\)](#)

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mr. Moffett	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

Abstain: _____ Opposed: _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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2. Principal's Report

- [Daretown](#)
- [Cumberland](#)
- [Upper Pittsgrove](#)

XII. AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION

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

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

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

XIII. RECESS INTO EXECUTIVE SESSION

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

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

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

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

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

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

4. Matters concerning negotiations, and specifically:

_____ SCVTSGrievance _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – August 1, 2017**

Mrs. Smith _____

Abstain: _____ Opposed: _____

XV. ADJOURNMENT

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
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Mr. Donelson	_____	Mr. Moffett	_____
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Mr. Halter	_____	Ms. Nicolosi	_____
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		Mrs. Smith	_____
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Abstain: _____ Opposed: _____