

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, June 13, 2017 at 7:00 p.m.

PUBLIC AGENDA

I. PLEDGE OF ALLEGIANCE TO THE FLAG

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

II. CALL TO ORDER

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Salem County Special Services and Vocational Technical School 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 [Minutes](#) and [Executive Minutes](#) of the May 9, 2017 Board of Education Meeting.

V. ADDENDA

A. Acceptance of Agenda Addenda Items SCVTS

B. Acceptance of Agenda Addenda Items SCSSSD

VI. AUDIENCE PARTICIPATION I

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

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

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

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5. Limit your comments to the specific resolution.

VII. BOARD OF EDUCATION BUSINESS

A. Old Business-

1. **Request and Recommendation by the Business Administrator and Superintendent that the Board of Education Waive the Salem County Vocational Technical School District 2014-2015 Tuition Billing Adjustment.**

Request and recommendation by the Business Administrator and Superintendent that the Board of Education waive the Salem County Vocational Technical School District 2014-2015 tuition billing adjustment provided that the sending districts agree to pay the 2013-2014 tuition billing adjustment, which has already been recorded and reflected in our district's financial reports.

B. New Business-None

C. Correspondence-None

D. Presentations

1. Upper Pittsgrove May Student of the Month - [Bryan Ruiz](#)
2. Upper Pittsgrove June Student of the Month - [Logan Bingham](#)

**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 February, March and April 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.

B. Reconciliation of Cash for School Funds Report

Reconciliation of [Cash for School Funds](#) Report in accordance with 18A:17-36 and 18A:17-9 for the month February 2017. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of February 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.

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E. Transfer of Funds

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

F. Warrants

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

- [Bills paid](#) ending April and May 2017
- Board Payment [Approval List](#) ending May 2017

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation by the Business Administrator that the Board of Education Approve Rescheduling the Reorganization Meeting

It is requested that the Board of Education approve rescheduling the Reorganization Meeting originally scheduled for July 3, 2017. The July 3rd date is actually a holiday and the school is closed. The meeting must take place during the first week of July so it is suggested that the new date would be Thursday, July 6, 2017, time to be determined.

2. Request and Recommendation by the Business Administrator that the Board of Education 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 requested 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 2017-2018, 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

3. Request and Recommendation by the Business Administrator that the Board of Education Approve to Request Quotes for Linen Services for the Culinary Arts and Food Services Department for the 2017-2018 School Year.

It is requested that the Board of Education grant approval to request quotes for Linen Services for the Culinary Arts and Food Services Department for the 2017-2018 School Year. The prices will remain in effect through June 30, 2018. .

4. Request and Recommendation by the Business Administrator that the Board of Education Approve to Request Quotes To Provide One Hundred (100) Pizzas for the Students of the Salem County Vocational Technical School District and Salem Campus on Alternate Fridays for the 2017-18 School Year

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It is requested that the Board of Education grant approval to request quotes from local businesses to provide one hundred (100) pizzas for the students of the Salem County Vocational Technical School District and Salem Campus on alternate Fridays for the 2017-18 school year.

- 5. Request and Recommendation by the Business Administrator that the Board of Education Approve to Accept the Bids for Removal of Waste and Recycling Received on May 10, 2017 and Award the Contract to Waste Management of New Jersey, Inc. in the Amount of \$23,364.00 for the Period Between July 1, 2017 and June 30, 2018**

It is requested that the Board of Education accept the bids for removal of waste and recycling received on May 10, 2017 at 10:00 A.M.

[Waste Management of NJ - \\$23,364.00](#)

C&H Disposal Services - \$24,180.00

Therefore, it is requested that the Board of Education award the contract to Waste Management of New Jersey, Inc, 107 Silvia Street, Ewing, NJ, for their bid in the amount of \$23,364 with the Salem County Vocational Technical School paying \$14,388 for the period between July 1, 2017 and June 30, 2018. The remainder will be paid by the Special Services School District.

- 6. Request and Recommendation by the Business Administrator that the Board of Education Approve the Yearly Maintenance and Servicing for the Fire Alarm, Sprinkler, Kitchen Hood Suppression System, Paint Booth Ansul System, and Fire Extinguisher Inspections at an Annual Fee of \$4,975.00 to be Provided by Anaconda Protection Concepts, of Newark, Delaware**

It is requested by the business administrator that the Board of Education approve the yearly maintenance and servicing for the fire alarm, sprinkler, kitchen hood suppression system, paint booth ansul system, and fire extinguisher inspections at an annual fee of \$4,975.00 to be provided by [Anaconda Protection Concepts](#), of Newark, Delaware.

- 7. Request and Recommendation by the Business Administrator for Board of Education Approval of the Renewal of the Online Technical Services from SchoolDude.com, of Cary, North Carolina, for the Period from July 1, 2017 to June 30, 2018 for Maintenance Essentials Pro for a total of \$2,104.85**

It is requested that the Board of Education approve the renewal of the online technical services from [SchoolDude.com](#), of Cary, North Carolina, for the period from July 1, 2017 to June 30, 2018 for Maintenance Essentials Pro for a total of \$2,104.85.

- 8. Request and Recommendation by the Business Administrator for the Board of Education Approval of the State Contracts and Listings and Authorizing the Business Administrator to Use Any and All State Contracts for the 2017-2018 School Year**

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It is requested that the Board of Education approve the State Contract and Listings and authorizing the business administrator to use any and all state contracts for the 2017-2018 school year. The State Contracts and Listings will be in the file in the Business Office and can also be found at <http://www.state.nj.us/cgi-bin/treas/purchase/search.pl>.

9. Request and Recommendation by the Business Administrator for Board of Education to Accept the Proposal of Educational Business Services, PC, of Haddon Heights, NJ, to Complete the June 30, 2017 Fixed Asset Update for the Salem County Vocational Technical Schools in the Amount of \$1,050.00

It is requested that the Board of Education to accept the proposal of [Educational Business Services, PC](#), of Haddon Heights, NJ, to complete the June 30, 2017 Fixed Asset update for the Salem County Vocational Technical Schools in the amount of \$1,050.00.

10. Request and Recommendation by the Business Administrator that the Board of Education Approve the Renewal of the Service Agreement with Hoffman's Exterminating Co., Inc. from July 1, 2017 to June 30, 2018 for the Salem County Vocational Technical Schools in the Amount of \$900.00

It is requested by the business administrator that the Board of Education approve the renewal of the service agreement with [Hoffman's Exterminating Co., Inc.](#) from July 1, 2017 to June 30, 2018 for the Salem County Vocational Technical Schools in the amount of \$900.00.

11. Request and Recommendation by the Business Administrator that the Board of Education Approve the Acceptance of a Check from Hoffman DiMuzio Community Service Scholarship Foundation in the Amount of \$2,000

It is requested by the Business Administrator that the Board of Education approve the acceptance of a check from [Hoffman DiMuzio Community Service Scholarship Foundation](#) for the amount of \$2,000 to be given to two chosen student recipients of the Hoffman DiMuzio Gift of the Heart Community Service Scholarship.

12. Request and Recommendation by the Business Administrator that the Board of Education Approve the Renewal of the Service Agreement with Advantage Security Inc. for the Monitor/Maintenance of the Camera and Access Systems for the Amount of \$19,302.48

It is requested by the Business Administrator that the Board of Education approve the renewal of the service agreement with [Advantage Security Inc.](#) to monitor and maintain the camera and access systems from July 1, 2017 to June 30, 2018 for the annual fee of \$19,302.48 for the Career Center and Prep Center..

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13. Request and Recommendation by the Business Administrator that the Board of Education Approve Additional Accounts Be Added to the Student Activity Account

It is requested by the Business Administrator that the Board of Education approve additional accounts be added to the Student Activity Account. Additional accounts would include: Car Show Account, Auto Collision Repair Technology Account, CADD Account, and a Welding Account. These programs, throughout the course of the year, take in money that should be put into an account for the programs to use for program items throughout the year as may be needed.

14. Request and Recommendation by the Business Administrator that the Board of Education Authorize the Business Administrator to Execute the Assignment of Energy Efficiency Addendum to CPower

It is requested by the Business Administrator that the Board of Education authorize the Business Administrator to execute the assignment of energy efficiency addendum and schedule from Energy Connection, Inc. to [CPower](#).

15. Request and Recommendation by the Business Administrator that the Board of Education Accept 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 accept the proposal from [R. Worley Construction](#) for the repairs of the roof over the cafeteria ceiling at a cost of \$3,800.

16. Request and Recommendation by the Business Administrator that the Board of Education Approve Renewing Ricoh USA, Inc. Agreement to Provide DocuWare Support Services for the 2017-18 School Year for the Amount of \$3,747.00

It is requested by the Business Administrator that the Board of Education approve renewing [Ricoh](#) USA, Inc. agreement to provide DocuWare support services for the 2017-18 school year in the amount of \$3,747.00. This includes the service, barcode and forms, client license and professional server.

17. Request and Recommendation by the Business Administrator that the Board of Education Approve Fitness Machine Technicians, of Wilmington, Delaware, to Service the Health Center Equipment in the Amount of \$1,000

It is requested by the Business Administrator that the Board of Education approve [Fitness Machine](#) Technicians, of Wilmington, Delaware, to service the Health Center equipment during the 2017-18 school year in the amount of \$1,000. Emergency visits and non-PM repairs will be charged at \$50 for travel and \$65 per hour for labor.

18. Request and Recommendation by the Business Administrator for Board of Education Approval to Continue a Contract with Four M Vending Service for Coin Operated Vending Machines for the

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2017-18 School Year for the Period Between September 1, 2017 and August 31, 2018

It is recommended that the Board of Education grant approval to continue a contract with [Four M Vending Service](#) for the 2017-18 school year for the period between September 1, 2017 and August 31, 2018. The contract with Four M Vending is to provide and maintain coin operated vending machines as noted below in designated areas of the District. Under the contract, vending machines will be provided at the following locations:

Career and Technical High School
Cafeteria
One (1) Beverage Machine
Two (2) Snack Machines (No Candy Per Request)
Teacher's Lounge
One (1) Beverage Machine
One (1) Snack Machine

Four M Vending Service will maintain all of the coin-operated vending machines, and all machines will have dollar bill acceptance capability. The vending machines at the Career and Technical High School Cafeteria will be furnished with wheels. The commission to be received by the Board of Education is twenty (20) percent of gross receipts.

19. Request and Recommendation by the Business Administrator for the Board of Education Approval for Woodstown Family Practice to Provide Health Care Services for the 2017-18 School Year in the Amount of \$1,600

It is recommended that the Board of Education approve [Woodstown Family Practice](#) (under Christiana Care Health Services) to provide health care services for the 2017-18 school year in the amount of \$1,600.

20. Request and Recommendation by the Business Administrator for the Board of Education Approval for Conner Strong & Buckelew to Provide the Renewal Coverage for the School Leader's Errors & Omissions Coverage from NJSIG for the 2017-18 School Year

It is recommended that the Board of Education approve [Conner Strong & Buckelew](#) to provide the renewal for the School Leader's Errors & Omissions Coverage from NJSIG for the 2017-18 school year in the amount of \$23,135.

21. Request and Recommendation by the Business Administrator for Board of Education Approval of the Emergency Preparedness Section of the Operations Manual

It is recommended by the business administrator that the Board of Education approve the [Emergency Preparedness Section](#) of the Operations Manual. The manual has been updated to clarify procedures and to include previously approved district policies.

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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 Employment of Zackary Hassler as a Student Part Time Custodian-Maintenance Department.**
It is requested by the Superintendent that the Board of Education approve the employment of Zackary Hassler, Student Part-Time Custodian-Maintenance Department, \$8.44 per hour on an as needed basis, beginning May 15, 2017. Additionally, request employment for the 2017-2018 school year beginning July 1, 2017.
- 2. Request and Recommendation of the Superintendent for Board of Education Approval of Employment of Michael Griner as a Student Part Time Custodian-Maintenance Department.**
It is requested by the Superintendent that the Board of Education approve the employment of Michael Griner, Student Part-Time Custodian-Maintenance Department, \$8.44 per hour on an as needed basis, beginning April 24, 2017. Additionally, request employment for the 2017-2018 school year beginning July 1, 2017.
- 3. Request and Recommendation of the Superintendent for Board of Education Approval of Employment of Dylan Hutchinson as a Student Part Time Custodian-Maintenance Department.**
It is requested by the Superintendent that the Board of Education approve the employment of Dylan Hutchinson, Student Part-Time Custodian-Maintenance Department, \$8.44 per hour on an as needed basis, beginning June 1, 2017. Additionally, request employment for the 2017-2018 school year beginning July 1, 2017.
- 4. Request and Recommendation of the Superintendent for Board of Education Approval of Employment of Johnathan Gannon as a Student Part Time Custodian-Maintenance Department.**
It is requested by the Superintendent that the Board of Education approve the employment of Dylan Hutchinson, Student Part-Time Custodian-Maintenance Department, \$8.44 per hour on an as needed basis, beginning May 25, 2017. Additionally, request employment for the 2017-2018 school year beginning July 1, 2017.
- 5. Request and Recommendation of the Superintendent for Board of Education Approval of Employment of Alecia Bass as a Summer Part Time Custodian-Maintenance Department.**
It is requested by the Superintendent that the Board of Education approve the employment of Alecia Bass, Summer Part-Time Custodian-Maintenance Department. It is requested that Ms. Bass be compensated at her regular hourly rate (\$13.67/hr) when employed as a Food Service Supervisor.

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6. Request and Recommendation for Board of Education Approval of Instructors to Participate in the NCLB Title I Instructor Work Sessions Scheduled from June 19, 2017 to June 30, 2017.

It is requested by the Superintendent that the Board of Education approve the following instructors for the NCLB Title I Instructor Work Sessions from June 19, 2017 to June 30, 2017. Each instructor will be paid \$30.00 per hour for work performed outside of contracted hours up to four (4) hours per day for no more than nine (9) days. Timesheets are required for payment.

Elizabeth Bernat-Duaime
Cindia Gredesky
Nicole Kopp
Rachael Lester
Jessica Lutes
Eric Lockwood
Leo Maisey
Nicole Pham
Jennifer Roberts
Eric Walter
Kacey Weber
Megan Wright

7. Request and Recommendation for Board of Education Approval of the Employment of Karlyle Adams as the Girls Basketball Head Coach for the 2017-2018 School Year.

It is requested by the Superintendent that the Board of Education approve the appointment of Mr. Karlyle Adams as head girls' basketball coach at the Career and Technical High School for the 2017-2018 school year. Mr. Adams will be compensated a \$3,000 stipend for this position.

8. Request and Recommendation for Board of Education Approval of the Employment of Bruce Connell as the Boys Basketball Assistant Coach for the 2017-2018 School Year.

It is requested by the Superintendent that the Board of Education approve the appointment of Mr. Bruce Connell as assistant boys basketball coach at the Career and Technical High School for the 2017-2018 school year. Mr. Connell will be compensated a \$1,500 stipend for this position.

9. Request and Recommendation for Board of Education Approval of the Employment of Kimberly Kraky as the Cross Country Girl's Coach for the 2017-2018 School Year.

It is requested by the Superintendent that the Board of Education approve the appointment of Ms. Kimberly Kraky as Girl's cross country coach at the Career and Technical High School for the 2017-2018 school year. Ms. Kraky will be compensated a \$1,500 (½ the \$3,000) stipend for this position.

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10. Request and Recommendation for Board of Education Approval of the Employment of Kacey Weber as the Cross Country Girl's Coach for the 2017-2018 School Year.

It is requested by the Superintendent that the Board of Education approve the appointment of Ms. Kacey Weber as Girl's cross country coach at the Career and Technical High School for the 2017-2018 school year. Ms. Weber will be compensated a \$1500 (½ the \$3,000) stipend for this position.

11. Request and Recommendation for Board of Education Approval of the Payment of a Stipend to Rebekah Rickards as the Spring Concert Director.

It is requested by the Superintendent that the Board of Education approve the payment of Rebekah Rickards a Director of the Spring Concert stipend. Ms. Rickards will be compensated a \$1000 for this position. This stipend falls under the previous Apple Farms agreement.

12. Request and Recommendation for Board of Education Approval of Two Instructors for the Law Enforcement and Developing Emergency Responders (LEADERS) Summer Program Offered in Partnership with Ranch Hope at Camp Edge June 19 - 23, 2017.

It is recommended by the Superintendent that the Board of Education approve Michael Frazier, from Sneakers and Spokes, and Andrew Kleban of the Carneys Point Police Department or his designee as instructors for the LEADERS Summer Program offered in partnership with Ranch Hope. Each instructor will be paid a \$400 stipend at the rate of \$50.00 per hour, not to exceed eight (8) hours. Funding is provided through the County Vocational School District Partnership Grant..

13. Request and Recommendation of the Superintendent for Board of Education Approval of Employment of Bruce Connell as an Adjunct Instructor.

It is requested by the Superintendent that the Board of Education approve the employment of Bruce Connell, Adjunct Instructor. It is requested that Mr. Connell be compensated the adjunct rate of \$31/hr (not to exceed 30 hours) to work the Salem County 4H "Real Life" Day Camp hosted at the Career and Technical High School on June 26 to June 30 from 8:30 am to 2:30 pm. Time sheet will be submitted for payment.

14. Request and Recommendation of the Superintendent for Board of Education Approval of Employment of Matthew DiTizio as an Adjunct Instructor.

It is requested by the Superintendent that the Board of Education approve the employment of Bruce Connell, Adjunct Instructor. It is requested that Mt. DiTizio be compensated the adjunct rate of \$31/hr to work the Salem County 4H "Real Life" Day Camp hosted at the Career and Technical High School on June 28 from 8:00 am to 3:00 pm. Time sheet will be submitted for payment.

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15. Request and Recommendation for Board of Education Approval of Kristen Redkoles-Polk to Participate in a Curriculum Writing Session.

It is requested by the Superintendent that the Board of Education approve Kristen Redkoles-Polk to write a Human Biology curriculum. Mrs. Redkoles will be paid the rate of \$400 for the curriculum with funds used from the Career and Technical High School budget. Timesheets are required for payment, after approved submission of the curriculum.

16. Request and Recommendation of the Superintendent for Board of Education Acceptance of the Resignation of Caleb Brook, Full Time Custodian.

It is requested by the Superintendent that the Board of Education accept the resignation of [Caleb Brooks](#), Full Time Custodian, effective May 26, 2017.

17. Request and Recommendation of the Superintendent for Board of Education Acceptance of the Retirement Resignation of Franklin Nelson, Full Time Custodian.

It is requested by the Superintendent that the Board of Education accept the retirement resignation of [Franklin Nelson](#), Full Time Custodian, effective September 30, 2017.

PROFESSIONAL DEVELOPMENT:

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

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

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
Best Plus Training, Cumberland County College, Vineland, NJ June 20, 2017	Adult Literacy Partners	\$1,500	\$1,500 WIOA Title II, ABS/Literacy Grant
2017 OTC High School Instructor Seminar 1374 E. 51 st Street, Cleveland, OH 44103 June 26, 2017 – June 29, 2017	Garry Dolbow	\$175.00 – Registration Fee, \$450.00 – Mileage/Tolls	\$625.00 – Registration, mileage and tolls

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		(Ohio Tech paying for room)	Account # 11-310-100-58-005-002
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PROGRAMS:

1. Request and Recommendation for Board of Education Approval of First Reading of the Job Descriptions for the 2017-2018 School Year.

It is the recommendation of the Superintendent for Board of Education approval of the first reading of the revised [job descriptions for the 2017-2018](#) school year. The job descriptions have been reviewed, updated, and will match across both districts as policy and regulations currently match. There are new job descriptions that have been added for positions that have been in existence but have not had job descriptions associated with them in the past.

2. Request and Recommendation for Board of Education Approval of the School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights (Self-Assessment) Report for the Career and Technical High School.

It is recommended by the Superintendent that the Board of education approve the School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Acts. Annually, each school is required to complete a self-assessment of eight Core elements (HIB Programs, Approaches or Other Initiatives, Training on the BOE - approved HIB policy, Other Staff Instruction and Training Programs, Curriculum and Instruction on HIB and related Information and Skills, HIB Personnel, School Level HIB Incident Reporting Procedures, HIB Investigation Procedures, HIB Reporting. Once completed for each building and approved by the BOE, the reports are then submitted to the state. This year’s report was completed by the Anti-Bullying both Districts team consisting of the Anti-Bullying Specialist from each building along with both Affirmative Action Officers during an April training session where the Anti-Bullying Specialist were trained and certified through NJPSA. It is recommended by the Superintendent that the Board of Education approve the individual report for the [Career and Technical High School](#). Last year the school reported 52 out of 78. This year, it should be noted that the school reported that they “Exceeded the Requirements” in each category resulting in a score of 74 out of 78.

3. Request and Recommendation for Board of Education Approval to Approve the 2017-2018 Adult Vocational Program Class Schedule.

It is requested that the Board of Education approve the 2017-2018 Adult Vocational Program class schedule as follows:

<u>Program</u>	<u>Length</u>	<u>Start Date*</u>	<u>End Date*</u>
Certified Nurse Aide Evening	90 Hours	February 5, 2018	June 8, 2018

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Patient Care Technician	200 Hours	August 14, 2017 October 23, 2017 January 3, 2018 March 5, 2018 May 7, 2018	October 20, 2017 December 22, 2017 March 2, 2018 April 27, 2018 June 29, 2018
Medical Assistant/Multi-Skilled Technician	200 Hours	September 1, 2017 November 1, 2017 February 5, 2018 April 9, 2018	December 1, 2017 January 31, 2018 April 6, 2018 June 1, 2018
Certified Home Health Aide	10 Hours	October 24-26, 2017 June 26-28, 2018	
Cosmetology	1000 Hours	September 1, 2017 Additional dates to be determined on student needs (rolling admission)	June 30, 2018
Cosmetology Instructor	500 Hours	September 1, 2017	June 30, 2018
Cosmetology Refresher Course	250 Hours	September 1, 2017	June 30, 2018
Phlebotomy	225 Hours Includes Externship	August 14, 2017 January 2, 2018 June 4, 2018	September 1, 2017 January 31, 2018 June 29, 2018
Administrative Assistant Office Manager	600 Hours	October 1, 2017	February 28, 2018

*Based on minimum enrollment requirements and subject to changes due to weather or unforeseen circumstances etc.

4. Request and Recommendation for Board of Education Approval of an Articulation Agreement with Atlantic Cape Community College.

It is recommended by the Superintendent that the Board of Education approve an [articulation agreement](#) between Atlantic Cape Community College and SCVTS

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for the Baking & Pastry Arts and Culinary Arts programs. This articulation agreement expires June 30, 2018.

5. Request and Recommendation for Board of Education Approval to Participate in myClinicalExchange with Cooper University Health Care for the Adult PostSecondary Health Students.

It is recommended by the Superintendent that the Board of Education approve the use of myClinicalExchange with Cooper University Health Care to assist in managing Student Clinicals with Cooper University Health Care.

myClinicalExchange is a web based automated tool to operate, administer and manage students enrolled in Cooper University Health Care's student clinical program. The cost is \$36.50 per student per year. myClinicalExchange also allows SCVTS faculty to track clinical students progress at the cost of \$18.50 per year.

6. Request and Recommendation for Board of Education Approval of the Workforce Innovation and Opportunity Act Provider Agreement between the County of Camden and the Salem County Vocational Technical Schools from July 1, 2017 to June 30, 2018.

It is recommended by the Superintendent that the Board of Education approve the [Workforce Innovation and Opportunity Act Provider Agreement](#) between the County of Camden and the Salem County Vocational Technical Schools from July 1, 2017 to June 30, 2018. This agreement allows SCVTS to be a NJ State Training Provider for residents of Camden County.

7. Request and Recommendation for Board of Education Approval to Provide a CPR/Basic Lifesaving Skills Training Course in Partnership with Salem Community College June 27 and June 29, 2017.

It is recommended by the Superintendent that the Board of Education approve the Salem County Adult Education Program to provide a CPR/Basic Lifesaving Skills Training course in partnership with Salem Community College. All participants will receive an American Heart Association CPR/BLS certificate.

Cost is \$50.00 per student. Wandra Wells, a full time SCVTS Adult Education employee, will teach the course. The course will be held at the Tillis Building, SCC Campus, Room 103 on June 27th from 8:00 a.m. to 12:00 p.m. and June 29th from 1:00 p.m. to 5:00 p.m.

8. Request and Recommendation for Board of Education Approval to Continue Memberships for the 2017-2018 School Year.

It is recommended by the Superintendent that the Board of Education approve the continuation of membership in the following organizations for the 2017-18 school year.

- National Technical Honor Society – annual membership fee of \$81.00
- New Jersey Interscholastic Athletic Association - annual membership fee of \$2,150.00.

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9. Request and Recommendation for Board of Education Approval to Continuation of a One Year Subscription for Taskstream for 2017-2018.

It is recommended by the Superintendent that the Board of Education approve the continuation of the one year subscription for Taskstream for the 2017-18 school year in the amount of \$2,450.00. Taskstream is the online lesson plan subscription used by the Career and Technical High School teaching staff which provides staff with access to the current core curriculum content standards for the State of New Jersey.

10. Request and Recommendation for Board of Education Approval to Approve a Psychiatric Evaluation for A Full Time Student Enrolled at the Salem County Vocational Technical School.

It is recommended that the Board of Education approve a Psychiatric Evaluation for P. R., by Yvonne Burgess, MSN, APN, PMHCNS, Burgess Psychiatric Services, 629 E. Wood Street, Suite 108, Vineland, NJ 08360. The cost is \$380.00. At a recent Child Study Team Meeting, it was determined that it would be necessary to conduct this evaluation of P. R.

11. Request and Recommendation for Board of Education Approval of a Purchase Service Agreement with Ivory Group, Inc. to Provide Basic Skills Math Coach Training for the 2017-2018 School Year.

It is recommended by the Superintendent that the Board of Education approve a [purchase service agreement](#) with the Ivory Group, Inc. to provide Basic Skills Math Coach training for the 2017-2018 school year. Mrs. Napoliello-Ivory will provide training not to exceed 120 days between July 1, 2017 and June 30, 2018 at the rate of \$600 for 6.5 hours and \$300 for 3.25 hours. The purchase service agreement will be paid from NCLB Title IA grant funds, pending final grant approval.

12. Request and Recommendation for Board of Education Approval to Apply for the FY2018 Carl D. Perkins Post Secondary Grant.

It is recommended by the Superintendent that the Board of Education grant approval to apply for the FY2018 Carl D. Perkins Post Secondary Grant. Final allocations for the FY2018 Carl D. Perkins Grant will be awarded upon the State's review of a proposed Perkins Program Budget Activity Plan designed to address Perkins Performance Measures for the 2017-2018 school year. The proposed plan is attached for approval. The Board will be asked to approve the final award and spending plan for the grant once it is received from the State.

[Attachment](#)

13. Request and Recommendation for Board of Education Approval to Apply for the FY2018 Individual Disabilities Education Act - Part B (IDEA-B) Grant in the amount of \$116,937.

It is recommended by the Superintendent that the Board of Education approve the Salem County Vocational Technical School District to apply for the FY2018 Individual Disabilities Education Act - Part B (IDEA - B) grant funds in the amount of \$116,937 for the budget period July 1, 2017 to June 30, 2018.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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14. Request and Recommendation for Board of Education Approval of a NCLB Title I Instructor Work Session from June 19, 2017 to June 30, 2017.

It is recommended by the Superintendent that the Board of Education grant approval to operate NCLB Title Instructor Work Sessions for nine (9) days between June 19, 2017 and June 30, 2017. The work sessions are being provided to dialogue and review curriculum to enable instructors to best serve our disadvantaged students. Instructors will be paid \$30.00 per hour, up to four (4) hours per day. Timesheets are required. The work sessions will be paid from NCLB Title I funds, pending grant approval.

15. Request and Recommendation for Board of Education Approval of CTE Instructors to Participate in Curriculum, Assessment and Professional Development Work Sessions from July 10, 2017 through August 31, 2017.

It is requested by the Superintendent that the Board of Education approve CTE instructors for curriculum, assessment and professional development work sessions with the Assistant Superintendent from July 10, 2017 through August 31, 2017. Each CTE instructor will be paid \$30.00 per hour up to a maximum of 10 hours total during the summer. Timesheets are required. Perkins Secondary Funds will be used to pay the instructors, pending final grant approval.

Donald Aikens	Keeley DiTizio
Joseph Alexander	Matthew DiTizio
Carly Chappel	Garry Dolbow
Danut Chiriac	Tracy Foster
Bruce Connell	Stephanie Hoffman
Anna DiPietro	Joseph Monzo
Dominick DiPietro	Lisa Hartsough
	Brian Quinn
	Alfred Roeske

16. Request and Recommendation for Board of Education Approval for a Contract Between the Salem County ETTC and Curriculum Management Solutions, Inc. (CMSi) to Provide Level I Audit Training: Quality Curriculum Alignment from July 18-20, 2017.

It is recommended by the Superintendent that the Board of Education approve a [contract](#) between the Salem County ETTC and Curriculum Management Solutions, Inc.(CMSi) to provide Level I Audit Training: Quality Curriculum Alignment and Assessment from 8:30 a.m. to 3:30 p.m. daily from July 18-20, 2017. This training provides participants with a comprehensive, in-depth overview of the Curriculum Management Improvement Model (CMIM) for Quality Curriculum Design, Assessment, and Alignment. The CMIM serves as the basis for the CMSi Curriculum Management Audit, and helps district and school leaders focus all programs and initiatives on the most important function of schools: Student Learning. The cost of the Level I training for up to 30 participants is \$6,500, plus materials and expenses. Expenses are estimated to not exceed \$2,000 and materials are \$120 per person plus shipping and handling. CMSi will provide materials, training and the trainer for three (3) days.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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17. 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
NJ State FFA Convention, Monmouth University, West Long Branch, NJ ***Trip and costs were originally approved at May Board Meeting – This approval is for additional overnight chaperone fee for Carly Chaapel***	Twenty (20) FFA members and (2) advisors	May 24 – May 26, 2017	\$150.00 Overnight Chaperone Fee

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

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
A.	Class of 2018	Selling hot pretzels and water at Graduation Cost - \$1.00 each	June 16, 2017

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 & R 1240
P & R 3126**

[Evaluation of Superintendent \(M\) \(Revised\)](#)
[District Mentoring Program \(Revised\)](#)

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

B. Old Business:

INFORMATIONAL ITEMS

[CTHS Principal's Report](#)
[CTHS Discipline Report](#)
[SCVTS Program Enrollment Report](#)

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

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

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

A. Board Secretary Report

[Board Secretary's Report](#) in accordance with 18A:17-36 and 18A:17-9 for the month of February, March, and April 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.

B. Reconciliation of Cash for School Funds Report

Reconciliation of [Cash for School Funds Report](#) in accordance with 18A:17-36 and 18A:17-9 for the month **February 2017**. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of February 2017.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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C. Board Secretary Certification

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

D. Board of Education Certification

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

E. Transfer of Funds

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

F. Warrants

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

- [Board Payment Approval List](#) April and May 2017.

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation of the Superintendent for Board of Education Approval of the Independent Contracted Service Providers for the 2017-18 School Year at Early Intervention

It is requested by the Superintendent that the Board of Education approve the [independent contracted service providers](#) at Early Intervention for the 2017-18 school year.

2. Request and Recommendation by the Business Administrator for the Board of Education to Accept the Proposal of Educational Business Services, PC, of Haddon Heights, NJ, to Complete the June 30, 2017 Fixed Asset Update for the Salem County Special Services School District in the Amount of \$750

It is requested that the Board of Education to accept the proposal of [Educational Business Services, PC](#), of Haddon Heights, NJ, to complete the June 30, 2017 Fixed Asset update for the Salem County Special Services School District in the amount of \$750.00.

3. Request and Recommendation by the Business Administrator that the Board of Education Approve the Renewal of the Service Agreement with Tri-County Termite & Pest, Inc. from July 1, 2017 to June 30, 2018 for the Daretown School, Cumberland Campus, and Salem Campus (RDS) in the Amount of \$900.00.

It is requested by the Business Administrator that the Board of Education approve the renewal of the service agreement with [Tri-County Termite & Pest, Inc.](#) from July 1, 2017 to June 30, 2018 for the Daretown School, Cumberland Campus, and Salem Campus (RDS) for the amount of \$900.00.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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- 4. Request and Recommendation That Upon the Recommendation of the Business Administrator That the Board of Education Approve the Annual List of Contracted Agencies, Personnel, and Services Used During the Fiscal Year 2016-2017**

It is requested by the Business Administrator that the Board of Education approve the annual list of contracted agencies, personnel, and services used during the fiscal year 2016-2017

- 5. Request and Recommendation by the Business Administrator That the Board of Education Approve the Revised 2017-18 Budget for the Regional Day School**

It is requested that the Board of Education resolve that upon the recommendation of the Business Administrator they approve the revised 2017-18 budget and tuition rates for the Regional Day School at Mannington. This revision is required because of revisions requested by the Office of School Finance before they will give their final approval to the budget.

RDS - 2017-18 Budget \$3,281,960
Multiply Disabled Tuition Rate - \$41,669
Autistic Tuition Rate - \$46,777

- 6. Request and Recommendation by the Business Administrator That The Board of Education Approve Anaconda Protective Concepts for the Annual and Semi-Annual Inspection for the Fire Alarm System at the Regional Day School for the Amount of \$735.00**

It is requested by the Business Administrator that the Board of Education approve [Anaconda Protective Concepts](#) to inspect the fire alarm system at the Regional Day School semi-annually and annually for the 2017-18 school year for the amount of \$735.00.

- 7. Request and Recommendation by the Business Administrator That The Board of Education Approve the Interlocal Service Agreement for GCA Custodial Services in the Amount of \$127,601.22 for the 2017-18 School Year for Cumberland and Daretown Schools**

It is requested by the Business Administrator that the Board of Education approve the Interlocal Service Agreement for [GCA Custodial Services](#) for the Cumberland and Daretown School for the 2017-18 school year for the amount of \$127,601.22.

- 8. Request and Recommendation by the Business Administrator That The Board of Education Approve the Interlocal Service Agreement for GCA Custodial Services in the Amount of \$83,765.42 for the 2017-18 School Year for the Regional Day School**

It is requested by the Business Administrator that the Board of Education approve the Interlocal Service Agreement for [GCA Custodial Services](#) for the Regional Day School for the 2017-18 school year for the amount of \$83,765.42.

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9. Request and Recommendation by the Business Administrator That The Board of Education Approve the Vended Meals Contract Between Upper Pittsgrove Board of Education and the Salem County Special Services School District for the 2017-18 School Year

It is requested by the Business Administrator that the Board of Education approve the [vended meals contract](#) between Upper Pittsgrove Board of Education and the Salem County Special Services School District for the 2017-18 school year.

10. Request and Recommendation by the Business Administrator for the Board of Education Approval for the Woodstown Family Practice to Provide Health Care Services for the 2017-18 School Year in the Amount of \$1,600

It is recommended that the Board of Education approve [Woodstown Family Practice](#) (under Christiana Care Health Services) to provide health care services for the 2017-18 school year in the amount of \$1,600.

11. Request and Recommendation by the Business Administrator for Board of Education Approval of the GCSSSD Transportation Contracts and Addenda

It is recommended that the Board of Education approve the 2016-17 GCSSSD [Transportation Contract Addenda](#) for Routes Y659, Y1144, and Y1299.

12. Request and Recommendation by the Business Administrator for Board of Education Approval of the GCSSSD Transportation Contract Renewals for the 2017 Extended School Year

It is recommended that the Board of Education approve the [2017 Transportation Contract](#) renewals for the 2017 Extended School year.

13. Request and Recommendation by the Business Administrator for Board of Education Approval of the GCSSSD Transportation Bid to C.J.'s Bus Service

It is recommended that the Board of Education approve the awarding of the Special Education/Non-Public/Vocational/Homeless/Public Students [Transportation bid to C.J.'s Bus Service](#).

14. Request and Recommendation by the Business Administrator for Board of Education Approval of the a Maintenance Service Agreement with CM3 Building Solutions for the Cumberland Campus and Daretown School in the Amount of \$17,796.00

It is recommended that the Board of Education approve maintenance service agreements with [CM3 Building Solutions](#) to provide maintenance services for the Daretown School in the amount of \$6,504.00 and the Cumberland Campus in the amount of \$11,292.00 for the 2017-18 school year.

15. Request and Recommendation by the Business Administrator for the Board of Education Approval of the State Contracts and Listings and Authorizing the Business Administrator to Use Any and All State Contracts for the 2017-2018 School Year

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It is requested that the Board of Education approve the State Contract and Listings and authorizing the business administrator to use any and all state contracts for the 2017-2018 school year. The State Contracts and Listings will be in the file in the Business Office and can also be found at <http://www.state.nj.us/cgi-bin/treas/purchase/search.pl>.

16. Request and Recommendation by the Business Administrator that the Board of Education Approve to Accept the Bids for Removal of Waste and Recycling Received on May 10, 2017 and Award the Contract to Waste Management of New Jersey, Inc. in the Amount of \$23,364.00 for the Period Between July 1, 2017 and June 30, 2018

It is requested that the Board of Education accept the bids for removal of waste and recycling received on May 10, 2017 at 10:00 A.M.

[Waste Management of NJ - \\$23,364.00](#)
C&H Disposal Services - \$24,180.00

Therefore, it is requested that the Board of Education award the contract to Waste Management of New Jersey, Inc, 107 Silvia Street, Ewing, NJ, for their bid in the amount of \$23,364 with the Salem County Special Services School District paying \$8,976 for the period between July 1, 2017 and June 30, 2018. The remainder will be paid by the Salem County Vocational Technical Schools.

17. Request and Recommendation by the Business Administrator for Board of Education Approval of the Emergency Preparedness Section of the Operations Manual

It is recommended by the business administrator that the Board of Education approve the [Emergency Preparedness Section](#) of the Operations Manual. The manual has been updated to clarify procedures and to include previously approved district policies.

18. Request and Recommendation by the Business Administrator that the Board of Education Approve to Request Quotes To Provide One Hundred (100) Pizzas for the Students of the Salem County Vocational Technical School District and Salem Campus on Alternate Fridays for the 2017-18 School Year

It is requested that the Board of Education grant approval to request quotes from local businesses to provide one hundred (100) pizzas for the students of the Salem County Vocational Technical School District and Salem Campus on alternate Fridays for the 2017-18 school year.

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 the Employment of Frank DiAntonio as Maintenance Mechanic

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It is requested by the Superintendent that the Board of Education approve the employment of Frank DiAntonio as a full-time Maintenance Mechanic beginning June 5, 2017. It is also requested that Frank DiAntonio be approved for for the 2017-2018 school year beginning July 1, 2017 at the salary of \$35,000.

2. Request and Recommendation of the Superintendent for Board of Education Approval of the Salary Increase for Nicole Corson, School Psychologist-CST.

It is requested by the Superintendent that the Board of Education approve the salary increase for Nicole Corson as a full-time School Psychologist-CST from M-2 \$54,695 to M+30-2 \$56,305 beginning July 1, 2017.

3. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment Kathleen Gross, Physical Therapist - EIP.

It is requested by the Superintendent that the Board of Education approve the employment of Kathleen Gross, as a part-time Physical Therapist-EIP for \$70/hr on an as needed basis (No benefits) beginning June 12, 2017. Additionally, it is requested that Kathleen Gross be employed July 1, 2017 to June 30, 2018 at the above stated rate.

4. Request and Recommendation of the Superintendent for Board of Education Approval of the Transfer of Stephanie Russell as Full Time Paraprofessional (IA)-Cumberland to a Substitute Paraprofessional (IA)-Cumberland.

It is requested by the Superintendent that the Board of Education approve the [transfer](#) of Stephanie Russell as a full-time Paraprofessional (IA)-Cumberland to a substitute Paraprofessional (IA)-Cumberland.

5. Request and Recommendation of the Superintendent for Board of Education Approval of the Resignation of Emmanuel Sanders as Full Time Paraprofessional (IA)-Cumberland.

It is requested by the Superintendent that the Board of Education approve the [resignation](#) of Emmanuel Sanders as a full-time Paraprofessional (IA)-Cumberland effective June 16, 2017.

6. Request and Recommendation for Board of Education Approval of Karen Ingemi, Part Time Nurse, Woodland Country Day School, for a clinical placement for the Extended School Year, 2017.

It is recommended by the Superintendent that the Board of Education approve [Karen Ingemi](#). Part Time Nurse at the Woodland Country Day School, for a clinical placement for the Extended School Year Program 2017, through Rutgers School of Nursing, Camden, NJ. Ms. Ingemi will be mentored by Anne Callens, Cumberland Campus School Nurse, to complete 30 hours of clinical practicum.

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

Name	Position	Salary
Melissa Dickson	Cumberland Instructor	\$40/hr not to exceed 144 hours
Jacqueline Johnston	Salem Paraprofessional/IA	\$25/hr not to exceed 144 hours
Grace Nichterlein	Salem Paraprofessional/IA	\$25/hr not to exceed 144 hours
Alison Thum	Salem Paraprofessional/IA	\$25/hr not to exceed 144 hours
Meghan Allison (Ardor Health Solutions)	Occupational Therapist	\$77/hr
Sheetal Parikh (Therapy source)	Occupational Therapist	\$80/hr
Patricia Bevelheimer (Therapy Source)	Physical Therapist	\$80/hr

PROGRAMS:

- 1. Request and Recommendation for Board of Education Approval of First Reading of the Job Descriptions for the 2017-2018 School Year.**
It is the recommendation of the Superintendent for Board of Education approval of the first reading of the revised [job descriptions for the 2017-2018](#) school year. The job descriptions have been reviewed, updated, and will match across both districts as policy and regulations currently match. There are new job descriptions that have been added for positions that have been in existence but have not had job descriptions associated with them in the past.
- 2. Request and Recommendation for Board of Education Approval of the School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights (Self-Assessment) Report for Each Building.**
It is recommended by the Superintendent that the Board of education approve the School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Acts. Annually, each school is required to complete a self-assessment of eight Core elements (HIB Programs, Approaches or Other Initiatives, Training on the BOE - approved HIB policy, Other Staff Instruction and Training Programs, Curriculum and Instruction on HIB and related Information and Skills, HIB Personnel, School Level HIB Incident Reporting Procedures, HIB Investigation Procedures, HIB Reporting. Once completed for each building and approved by the BOE, the reports are then submitted to the

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state. This year's report was completed by the Anti-Bullying both Districts team consisting of the Anti-Bullying Specialist from each building along with both Affirmative Action Officers during an April training session where the Anti-Bullying Specialist were trained and certified through NJPSA. It is recommended by the Superintendent that the Board of Education approve the individual reports for the [Alternative Campus](#), [Cumberland Campus](#), [Daretown Campus](#), and [Salem Campus](#). Last year the school reported 52 out of 78. This year, it should be noted that the school reported that they "Exceeded the Requirements" in each category resulting in a score of 75 out of 78.

3. Request and Recommendation for Board of Education Approval of the Salem County Women's Center as a Transitional Career Program job shadowing location for the 2016-2017 school year.

It is recommended by the Superintendent that the Board of Education approve the Salem County Women's Center as a Transitional Career Program job shadowing location for the 2016-2017 school year.

POLICY

2. 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 & 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)

B. Old Business:

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INFORMATIONAL ITEMS

- 1. Request and Recommendation for Board of Education to Accept the Student Placement and Student Financial Report for the Month of May.**
It is recommended that the Board of Education to accept the [Student Placement Report](#) and Student Financial Report for the month of May. This report has been modified after the last meeting to give more accurate and greater detail to the Board of Education.
- 2. Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCSSSD (May Be Appropriate for Closed Session) (Handout)**It is recommended that the Board of Education accept and approve the HIB report as presented.
- 3. Principal's/Administrator's Reports**
[Daretown](#)
[Salem Campus](#)
[Upper Pittsgrove](#)

XII. AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION

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

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

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-
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:
SCVTS Grievance
-
5. Matters involving the purchase of real property and/or the investment of public funds, and specifically:
-
6. Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically:
-
7. Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:
Special Services Lawsuit
-
8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:
-
9. Matters involving quasi-judicial deliberations, and specifically:
-

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

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

XIV. RESUMPTION OF PUBLIC PORTION OF THE MEETING

XV. ADJOURNMENT