

**THE BOARD OF EDUCATION FOR SPECIAL SERVICES SCHOOL DISTRICT &
VOCATIONAL TECHNICAL SCHOOL DISTRICT OF THE COUNTY OF SALEM
BOARD OF EDUCATION MINUTES – JANUARY 23, 2018**

The Regular meeting of the Special Services School District and Vocational Technical School District of the County of Salem Board of Education was held at the Salem County Vocational Technical School, Board Conference Room, Woodstown, NJ, County of Salem, on Tuesday, January 23, 2018 at 7:00 p.m.

The Business Administrator led the group in the Pledge of Allegiance to the Flag.

CALL TO ORDER

The Business Administrator called the meeting to order at 7:00 p.m. at which time the following statement was read: “The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Salem County Special Services and Vocational Technical School Districts Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the South Jersey Times and at the entrances of 404 Daretown Road, Elmer, 13 Ramah Road, Bridgeton, 45 Cheney Road, Woodstown, 360 Hollywood Avenue, Carneys Point; and 880 Route 45, Woodstown.

Members Present: Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, and Mrs. Julie Smith

Members Absent: Ms. Margaret Nicolosi

Others Present: Mr. Jack Swain, Superintendent; Mrs. Jennifer Bates, Assistant Superintendent; Dr. Jane Whittinghill, Director of Related Services and Autism Programs; Dr. Todd Slimm, Principal of Cumberland Campus; Mr. Jason Helder, Principal of the Career and Technical High School; Mr. John Bolil, Business Administrator; Mr. Bill Tomer, IT Department; Mrs. Maria Alleva, Assistant Principal – Alternative School, Mr. Frank Maurer, Human Resources. Lt. Colonel Joseph Rojas, Mr. Roland Carter, Food Service Director, Ms. Melissa Jones, Mr. Stephen Jones, and Mrs. Patty Bomba.

Moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the December 19, 2017 Minutes and Executive Minutes of the Board of Education Meetings.

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

Approved Minutes & Executive Minutes

Moved by Mr. Halter and seconded by Mr. Donelson that the Board of Education approve the agenda addenda items for SCVTS.

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

Approved Addenda Items for SCVTS

Moved by Mr. Halter and seconded by Mr. Donelson that the Board of Education approve the agenda addenda item for SCSSSD.

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

Approved Addenda Item for SCSSSD

AUDIENCE PARTICIPATION I / RECOGNITION OF FREEHOLDER LIAISON –
None

Audience Participation

BOARD OF EDUCATION BUSINESS

Old Business: None

Old Business

New Business: None

New Business

SALEM COUNTY SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Correspondence **Correspondence:** None

Presentations **Presentations:**

1. Chief Tucker Presentation
2. Food Service at Cumberland Campus – Mr. Swain, Mr. Bolil, Mr. Carter
3. Upper Pittsgrove Student of the Month – Gabriel Boon
(Page 9555)

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

Board Secretary Report Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 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
(Pages 9555-9561)
Ayes (6) *Mr. James Davis*, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, and Mrs. Julie Smith
Noes () Abstain () Non-Vote ()

January 23, 2018
Date

Treasurer's Report **Addendum** – Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2017. The Treasurer's Report and Board Secretary's Report are in agreement for the month of November 2017.

(Pages 9561-9563)
Ayes (6) *Mr. James Davis*, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, and Mrs. Julie Smith
Noes () Abstain () Non-Vote ()

Revenue Amounts & Revenue Sources 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.

Secretary's Monthly Financial Reports 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.

Transfer of Funds Moved by Mr. Halter and seconded by Mr. Donelson that the Board of Education approve the transfer of funds from December 14, 2017 to January 18, 2018.

(Page 9563)
Ayes (6) *Mr. James Davis*, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, and Mrs. Julie Smith
Noes () Abstain () Non-Vote ()

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

- Board Payment Approval List from December 1, 2017 to January 17, 2018 for \$767,473.21.

(Pages 9563-9565)
Ayes (6) *Mr. James Davis*, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, and Mrs. Julie Smith
Noes () Abstain () Non-Vote ()

**SALEM COUNTY SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Board Secretary/Business Administrator New Business:

Moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education grant approval to request from the Executive County Superintendent a waiver of compliance with respect to the District’s participation in the Special Education Medicaid Initiative (SEMI) Program for the 2018-2019 school year.

Approved
Waiver for
SEMI Program

Under the Accountability Regulations that are specified in N.J.A.C. 6A:23A-5.3, the district may seek a waiver to participate in SEMI if the district has forty (40) or fewer Special Education – Medicaid eligible students as per the December 1, 2017 Special Education Student Count and information provided by Public Consulting Group (PCG), the New Jersey SEMI vendor.

The district, based upon information provided by Public Consulting Group (PCG), has been documented that there are only twenty-four (24) Special Education students eligible for the SEMI program with total budgeted revenue of \$8,783.42.

(Page 9566)

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

Moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve to cancel check #33070 for \$78 to Roland Carter and reissue another check. The original check was misplaced and cannot be located.

Approved to
Cancel Check
& Reissue for
R. Carter

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

Moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve to cancel check #33425 for \$475 to Alexandra Wright and reissue another check. The original check was misplaced and cannot be located.

Approved to
Cancel Check
& Reissue to
A. Wright

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

Addendum: Moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve to cancel check #33675 for \$3,950.00 to Academy Pro Hair, Inc. because the academy has to reschedule the class and at that time another check will be issued.

Approved to
Cancel Check
& Reissue
After Class is
Held To
Academy Pro
Hair

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

Moved by Mr. Ransome and seconded by Mr. Davis that the Board of Education approve a 2016-17 billing adjustment of \$523 for full-time students and \$262 for share-time students to be billed to our sending districts based upon their average daily enrollment. Said adjustments will bring the 2016-17 tuition charges to the following per student rates.

Approved
2016-17
Billing
Adjustments

	<u>Certified 2016-17</u>	<u>Billed 2016-17</u>	<u>Difference</u>
Full-Time	\$3,173	\$2,650	\$523
Shared-Time	\$1,587	\$1,325	\$262

**SALEM COUNTY SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Out of County	<u>Certified 2016-17</u>	<u>Billed 2016-17</u>	<u>Difference</u>
Full-Time	\$5,406	\$4,887	\$519
Shared Time	\$2,703	\$2,443.50	\$259.50

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

Approved
2018-19
Student
Tuition Rates

Moved by Mr. Ransome and seconded by Mr. Davis that the Board of Education approve the Student Tuition Rates for the fiscal year 2018-19.

	<u>2017-18</u>	<u>2018-19</u>	<u>Difference</u>
Full-Time	\$2,800	\$3,300	\$500
Shared-Time	\$1,400	\$1,650	\$250
Out of County	<u>2017-18</u>	<u>2018-19</u>	<u>Difference</u>
Full-Time	\$5,027	\$5,527	\$500
Shared Time	\$2,514	\$2,764	\$250

DISCUSSION: Mr. Swain and Mr. Bolil outlined the rationale for a tuition increase for 2017-18. A lively discussion ensued. It was agreed, as per Mr. Halter's recommendation that a letter be sent to the state regarding the inconsistencies of budgeting requirements for the Vo Techs throughout the state. Mr. Donelson stated that the K-8's cannot sustain a 17% tuition increase. Mr. Halter and Mr. Moffett noted we need the municipality to lobby the freeholders to increase our funding. Mr. Ransome noted that without the effort the funding would remain flat.

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

Approved
Educational
Business
Services, PC
for Fixed
Asset Updates

Moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education accept the proposal of Educational Business Services, PC, of Haddon Heights, NJ, to complete the June 30, 2018 Fixed Asset update for the Salem County Vocational Technical Schools in the amount of \$1,000.00.

(Page 9566)

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

Superintendent's Report – Vocational Technical School District

New Business:

Personnel:

Approved
Personnel

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

The approval of the employment of Alexis Polillo, as a Substitute Teacher \$85/day, beginning January 1, 2018.

**SALEM COUNTY SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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<p>AMTNJ Winter Conference “Fostering Growth Mindsets in Every Math Classroom: Creating Productive Learning Environments” Monroe Township, NJ February 7, 2018</p>	<p>Jennifer Roberts</p>	<p>\$179.00 - registration \$35.96 mileage</p>	<p>\$214.96 Registration and mileage - Title IIA Grant \$85.00 Substitute</p>
<p>AMTNJ Winter Conference “Fostering Growth Mindsets in Every Math Classroom: Creating Productive Learning Environments” Monroe Township, NJ February 7, 2018</p>	<p>Eric Lockwood</p>	<p>\$179.00 – registration \$35.96 - mileage</p>	<p>\$214.96 Registration and mileage - Title IIA Grant \$85.00 Substitute</p>
<p>Electrical Workshop – Basics to Troubleshooting Bensalem, PA March 19 – 22, 2018</p>	<p>Dan Chiriac</p>	<p>\$2,200.00 – registration \$78.00 – tolls and mileage</p>	<p>\$2278.00 – total registration, tolls and mileage - Acct# 11-310-100- 580 -13-002 \$340.00 Substitute</p>
<p>Growing Healthy Communities Conference, Philip’s Academy Charter School, Newark, NJ March 29, 2018</p>	<p>Carly Chaapel</p>	<p>\$35.00 - Registration \$60.76 – mileage \$9.50 - tolls</p>	<p>\$105.26 – total registration, tolls and mileage (Substitute not needed)</p>

**SALEM COUNTY SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Arc Flash Electrical Safety NFPA 70E with Skills & Certification, Bensalem, PA, April 11-13, 2018	Danut Chiriac	\$1,650.00 - Registration \$29.76 mileage \$12 tolls	\$1,691.76 Perkins Secondary Grant \$255 Substitute
The Pennsylvania State University CASE Institute - Agricultural Power & Technology, Mechanicsburg, PA 17050, June 17-28, 2018	Matthew DiTizio	\$3,500.00 (registration, hotel, and meals) \$226 mileage	\$3,726.00 Perkins Secondary Grant

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

Programs:

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

The approval of a DuPont Pioneer Grant award in the amount of \$3,000. The grant funds will be utilized in the agricultural programs at the Career and Technical High School.

Approved
DuPont
Pioneer Grant

The approval of the list of FFA Week activities for the week of February 17, 2018 - February 24, 2018.
(Page 9567)

Approved FFA
Week of
Activities

The approval of a purchased service agreement with the School Services Center at Camden County College to provide professional consulting and training for best practices for in-class support and pull out programs at the Salem County Vocational Technical Schools for the 2017-2018 school year in the amount of \$1500 per day x 12 days not to exceed \$18,000. ESEA Title IIA funds will be used to pay for this purchased service agreement.

Approved
School
Services
Center of
Camden
County
College to
Provide
Consulting &
Training

The approval of modifications to the 2017-2018 Perkins Post Secondary Spending Plan due to changes in prices and program needs. The revised Perkins Post Secondary Spending Plan is attached.
(Page 9567)

Approved
2017-18
Perkins
Postsecondary
Spending Plan

The approval of the curriculum in action field trips for the Salem County Vocational Technical Schools. Experiences for approval are listed in the chart below.

Approved
Curriculum in
Action Field
Trips

**SALEM COUNTY SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Curriculum in Action Experience	Attendees	Date	District Cost
PSEG Nuclear EERC Salem, NJ	Eleven (11) Energy students and one (1) chaperone	February 1, 2018	\$150.00 – SCVTS Bus (Acct# 11-000-270-512-29-002) (Substitute not needed)
The College of New Jersey, Ewing, NJ Approved at December 2017 Meeting	Approval for Kim Kraky as an additional chaperone	February 21, 2018	\$85.00 Substitute
Advocacy & Legislative Leadership Day, The College of NJ, Ewing, NJ	Fifteen (15) FFA members and one (1) chaperone	February 22, 2018	\$250.00 SCVTS Bus (S/A Account) \$85.00 Substitute
Delaware Valley FFA Leadership Conference, Delaware Valley University, Doylestown, PA	Twelve (12) FFA members and one (1) chaperone	February 24, 2018	Bus Sharing with Woodstown High School (Substitute not needed)
Salem County Science Fair, SCC	Thirty (30) Biology students and two (2) instructors	March 1, 2018 and March 2, 2018	\$200.00– SCVTS - (Acct# 11-000-270-512-53-002) \$170.00 Substitute
International Beauty Show, New York, NY,	Ten (10) Adult Cosmetology Students and 1 Instructor	March 6, 2018	No cost to district. Students providing transportation.

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<p>The Culinary Institute of America, Hyde Park, NY</p>	<p>Twenty-five (25) Culinary Arts students and two (2) chaperones</p>	<p>March 6 - 7, 2018</p>	<p>\$1,000.00 - BR Williams includes hotel for driver (Acct#11-000-270-512-11-002) \$220.00 Hotel for Chaperones Students paying for their own hotel rooms \$150.00 Chaperone fees (Acct#11-140-100-101-11-002) \$170.00 Substitute Culinary Club to pay for lunch and dinner for students, breakfast included with hotel cost.</p>
<p>Philadelphia Flower Show, Philadelphia Convention Center, Philadelphia, PA</p>	<p>Twenty-five (25) Garden Club members and one (1) advisor</p>	<p>March 9, 2018</p>	<p>\$295.00 – BR Williams S/A Account \$85.00 Substitute</p>
<p>Hershey Chocolate World/Crystal Cave, Hershey PA</p>	<p>Twenty-five (25) Culinary students and two (2) chaperones</p>	<p>May 29 - 30, 2018</p>	<p>\$1,000.00 - BR Williams includes hotel for driver (Acct#11-000-270-512-11-002) \$220.00 Hotel for Chaperones Students paying for their own hotel rooms \$150.00 Chaperone fees (Acct#11-140-100-101-11-002) \$170.00 Substitute Culinary Club to pay for lunch and dinner for students, breakfast included with hotel cost</p>

The approval of the SCVTS Student Government Association to sponsor, plan, and coordinate an annual week-long Homecoming Celebration for the students of the Salem County Vocational Technical School's Career and Technical High School. Activities will include daily spirit competitions between the classes and a Homecoming Dance. The dates for the 2018 Homecoming Week will be October 22 – 27, 2018.

Approved
SCVTS
Student
Government
Association to
Sponsor
Annual Week
Long
Homecoming
Celebration

**SALEM COUNTY SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Approved Fundraising Activities

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

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
A.	FFA	Valentine's Day Flower-Gram Sale Cost \$2 - \$3 each	February 1 – 14, 2018
B.	SkillsUSA	Super Football Friday – Students and Staff are invited to wear their favorite football jersey for \$2	February 2, 2018

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

Policy

Approved First Reading of District Policies and Regulations

Moved by Mr. Donelson and seconded by Mr. Halter to approve the first reading of the following district policies and regulations (deletions are strikethrough and additions are in bold):

- P 0169.02 Board Member Use of Social Networks (New)
- P 3437 Military Leave (Revised)
- P 4437 Military Leave (Revised)
- R 5460.1 High School Transcripts (M) (Revised)
- P 5516.01 Student Tracking Devices (New)
- R 7101 Educational Adequacy of Capital Project (Revised)
- P 7425 Lead Testing of Water in Schools (New)
- P & R 7440 School District Security (M) (Revised)
- P & R 7441 Electronic Surveillance in School Buildings and on School Grounds (M) (Revised)
- P 8507 Breakfast Offer Versus Serve (OVS) (M) (Revised)
- P 8630 Bus Driver/Bus Aide Responsibility (M) (Revised)
- R 8630 Emergency School Bus Procedures (M) (Revised)

(Pages 9567-9580)

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

Old Business - None

Informational Items

Approved Administrator & Principals Reports

Moved by Mr. Halter and seconded by Mr. Donelson to approve the following:

SALEM COUNTY SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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CTHS Principal's
Report CTHS
Discipline Report
SCVTS Program Enrollment Report

(Pages 9580-9582)

No Monthly HIB report for SCVTS was presented to be discussed.

No Report
Presented

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

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

Moved by Mr. Donelson and seconded by Mr. Ransome to approve the following reports:

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 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.

Approved Board
Secretary's
Report

Business Administrator/Board Secretary

(Pages 9583-9588)

January 23, 2018

Date

Addendum - Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2017. The Treasurer's Report and Board Secretary's Report are in agreement for the month of November 2017.

(Pages 9588-9590)

Approved
Treasurer's
Report

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.

Approved
Revenue
Amounts or
Revenue
Sources

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

Approved
Secretary's
Monthly
Financial
Reports

It is recommended that the Board of Education approve the transfer of funds for the month for December 19, 2017 to January 18, 2018.

(Page 9590)

Approved
Transfer of
Funds

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

Board Payment Approval List for the month of November 2017 for
\$412,065.07

(Pages 9590-9591)

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

Approved
Payment
Approval List

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

Approved
Transportation
Contracts with
GCSSSD

Moved by Mr. Halter and seconded by Mr. Donelson that the Board of Education approve transportation contracts for Special Education/Nonpublic/Vocational/Homeless/ Public Students with Delaware City Bus Company for Route Y1375 and Route Y1377 and an agreement to provide cooperative transportation services for three years (2018-19, 2019-2020, and 2020-2021).
(Pages 9591-9592)

Approved
Work For
Allied Elevator
for
Cumberland
Campus

Moved by Mr. Halter and seconded by Mr. Donelson that the Board of Education approve Allied Elevator, of Pennsauken, New Jersey, to perform the annual hydraulic relief pressure test on the elevator at the Cumberland Campus for a total fee of \$645.75.
(Page 9592)

Approved to
be Disposed

Moved by Mr. Halter and seconded by Mr. Donelson that the Board of Education approve disposing of a Ricoh Ikon copier (SS#C40023542) no longer in use by the district.

Approved
Educational
Business
Services, PC
for Fixed
Asset Update

Moved by Mr. Halter and seconded by Mr. Donelson that the Board of Education accept the proposal of Educational Business Services, PC, of Haddon Heights, NJ, to complete the June 30, 2018 Fixed Asset update for the Salem County Special Services School District in the amount of \$750.00.
(Page 9593)

Approved
Renewal of
Agreement
with Realtime
Information
Technology,
Inc.

Moved by Mr. Halter and seconded by Mr. Donelson that the Board of Education approve the renewal agreement with Realtime Information Technology, Inc. from January 1, 2018 to December 31, 2018 in the amount of \$21,375.00. Realtime provides a secure, internet browser-based, fully integrated, comprehensive student management system. It includes a suite of data management reporting tools/features for attendance, enrollment, grade reporting, medical services and discipline. The system complies with all state and federal requirements and regulations.
(Page 9593)

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

**Superintendent’s Report – Special Services School District
Personnel:**

Approved
Personnel

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

The approval of Frank Maurer as the District School Safety Specialist, beginning January 1, 2018. An administrator must be designated prior to January 17, 2018. Dr. Wentzell was previously approved as the designee for the Vocational District. Both individuals will be required to attend trainings on bullying, hazing, truancy, internet safety, emergency planning, emergency drills, drugs, weapons, gangs, and school policing.

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The approval of the employment of Colleen Lewis as Registrar-District Office, \$32,500 (pro-rated), beginning January 16, 2018.

The approval of the employment of Robyn Veale, as School Social Worker-Child Study Team, MA-8 \$59,445 (pro-rated), beginning January 2, 2018.

The approval of the FMLA and NJFLA leave for Amanda Hollenweger, Instructor-Cumberland Campus, beginning on or about February 20, 2018 until approximately April 6, 2018. It is further recommended that Amanda Hollenweger be approved for NJFLA from approximately April 9, 2018 until June 15, 2018.

(Page 9593)

The approval of the FMLA and NJFLA leave for Nicholas Brozina, Instructor-Cumberland Campus, beginning on or about January 31, 2018 until approximately April 1, 2018.

(Page 9593)

The approval of the intermittent NJFLA leave for Lisa Davis, Instructor-Salem Campus, beginning on or about January 10, 2018 for the remaining 10 weeks of her NJFLA leave.

(Page 9594)

The approval of the resignation of Katherine Costello, Paraprofessional-Salem Campus, effective February 8, 2018.

(Page 9594)

Ayes (6) Mr. James Davis, Mr. Linwood Donelson III, Mr. Daryl Halter, Mr. David Moffett, Mr. Earl Ransome, and Mrs. Julie Smith

Noes ()

Abstain ()

Non-Vote

PROGRAMS:

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

The approval of the following businesses as Transitional Career Program (TCP) work sites:

Approved TCP
Work Sites

Smick Lumber
NJ-49 & Cottage Avenue
Quinton, NJ

Advance Auto
12 S. Virginia Avenue
Penns Grove, NJ 08069

The approval of a tumbler/travel mug fundraiser for the Salem Campus. The mugs will display an SSSSD logo on it that will be created by one of the students through a contest. The mugs will be sold for approximately \$10 and the proceeds will benefit the SSSSD prom and graduation.

Approved Sale of
SSSSD Logo
Mugs to Benefit
Prom &
Graduation

**SALEM COUNTY SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Approved Sale of
SCSSSD Logo
Shirts to Benefit
Prom & Other
Related TCP
Activities

The approval of a Shirt Sale with the SCSSSD logo on them for the Salem Campus beginning on January 24, 2018 through February 2, 2018. Mike Pavesi, teacher, will oversee the sale. Proceeds from the sale will go towards the SCSSSD prom and other related TCP activities.

Approved In-School
Only Coin Drive
Fundraiser to
Benefit the Prom

The approval of a Coin Drive Fundraiser (in-school only) for the Salem Campus beginning on February 12, 2018 through February 16, 2018. The funds will go towards the Prom.

(Page 9594)

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

PROFESSIONAL DEVELOPMENT:

Approved
Professional
Development
Workshops

Moved by Mr. Halter and seconded by Mr. Ransome to approve the professional development workshops for the Salem County Special Services School District's personnel.

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
<i>N2Y Training, Cumberland Campus, January 29, 2018</i>	SCSSSD Instructional Staff	\$3,250	\$3,250
<i>Teaching Students with Visual Impairment Sponsored by: Commission for the Blind New Brunswick, NJ - 10/18/17</i>	Deidre Richart (A group was approved 9/26/17 and Ms. Richart was inadvertently left off the list.)	Reg. - \$0 Mileage - \$63.86	\$63.86
<i>TCN-SJ: Planning Post-Secondary success Sponsored by: TCN-SJ Sewell, NJ - 1/25/18</i>	Nicole Corson	Reg - \$0	No cost to the District
<i>3 Webinars for District In-Service Day</i> 1. Speech Therapists 2. Occupational Therapists 3. Physical Therapists 1/29/18	Jane Whittinghill	\$667.99 for all Three	\$667.99

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<i>Facing the Future 26</i> Sponsored by: NJ APSE New Brunswick, NJ 3/23/18	Julie Bilinski Robin Kerns-Boucher	Reg. - \$195 ea. Mileage - \$53.70 each	\$497.00
<i>Treating Children With Severe Physical Disabilities</i> Sponsored by: Motivations, Inc. Marlton, NJ 2/23-24/18	Natalie Chick	Reg. - \$495 Mileage - \$25.58	\$520.58
<i>Art Therapy-Creative Art Interpretations for Challenging Children</i> Sponsored by: PESI Cherry Hill, NJ - 2/14/18	Christine Cacchioli	Reg. - \$199	\$199

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

Moved by Mr. Halter and seconded by Mr. Ransome to approve the following field trips for the 2017-2018 school year:

Approved Field Trips

Sending Site	Curriculum in Action Experience	Attendees	Date	District Cost
Upper Pittsgrove	Woodlanes/McDonalds	14 student, 10 staff	January 12, 2018	\$162.50 SCSSSD bus and driver, \$84 lane rental
Salem	Cherry Hill Loews Movies, Wendy's/McDonalds	53 students, 35 staff	January 12, 2018	\$749 BR Williams
Cumberland	Woodlanes Woodstown	24 students, 20 staff	January 23, 2018	\$300 SCSSSD bus and drivers, \$216 lane rental
Upper Pittsgrove	Woodstown Wendy's and Island Fitness And Massage of South Jersey	14 students, 10 staff	January 26, 2018	\$131.25 SCSSSD bus and driver, no additional fee
Cumberland	Woodlanes Woodstown	24 students, 20 staff	January 30, 2018	\$300 SCSSSD bus and drivers, \$216 lane rental

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Cumberland	Woodlanes Woodstown	23 students, 24 staff	February 6, 2018	\$300 SCSSSD bus and drivers, \$207 lane rental
Upper Pittsgrove	Danny's Pizza Pizzazz	14 students, 10 staff	February 9, 2018	\$175 SCSSSD bus and driver
Cumberland	Woodlanes Woodstown	29 students, 27 staff	February 13, 2018	\$300 SCSSSD bus and drivers, \$261 lane rental
Daretown	Philadelphia Zoo	18 students, 8 staff	February 22, 2018	\$695.50 contracted bus estimate
Upper Pittsgrove	Launch Trampoline Park	14 students, 10 staff	February 23, 2018	\$175 SCSSSD bus and driver, \$413 admission (paid by Student Activities-Car Show) funds)
Upper Pittsgrove	Levoy Theater, McDonalds-Upper Pitts	14 students, 11 staff	April 11, 2018	\$175 SCSSSD bus and driver, \$144 admission
Cumberland	Holly City Family Pool Center	17 students, 15 staff	March 13, 2018	\$195 SCSSSD bus drivers, \$0 entry fee (membership)
Cumberland	Holly City Family Pool Center	17 students, 15 staff	March 20, 2018	\$195 SCSSSD bus drivers, \$0 entry fee (membership)
Cumberland	Holly City Family Pool Center	17 students, 15 staff	March 27, 2018	\$195 SCSSSD bus drivers, \$0 entry fee (membership)

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

SALEM COUNTY SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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POLICY –

Moved by Mr. Davis and seconded by Mr. Donelson to approve the first reading of the following district policies and regulations (deletions are strikethrough and additions are in bold):

Approved the
First Reading of
District Policies
and Regulations

- P 0169.02 Board Member Use of Social Networks (New)
- P 3437 Military Leave (Revised)
- P 4437 Military Leave (Revised)
- R 5460.1 High School Transcripts (M) (Revised)
- P 5516.01 Student Tracking Devices (New)
- R 7101 Educational Adequacy of Capital Projects (Revised)
- P 7425 Lead Testing of Water in Schools (New)
- P & R 7440 School District Security (M) (Revised)
- P & R 7441 Electronic Surveillance in School Buildings and on School Grounds (M) (Revised)
- P 8507 Breakfast Offer Versus Serve (OVS) (M)
- (Revised) P 8630 Bus Driver/Bus Aide Responsibility (M) (Revised)
- R 8630 Emergency School Bus Procedures (M) (Revised)

(Pages 9567-9580)

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

Old Business: None

No Old Business

Informational Items:

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

(Pages 9594-9595)

Approved
Student
Placement
Report &
Student
Financial Report

No HIB report was presented to be discussed.

No Report
Presented

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

Principal's/Administrator's Reports

Moved by Mr. Donelson and seconded by Mr. Halter to accept the Principal's/Administrator's Reports for:

- Cumberland Campus/Calendar
- Daretown
- Salem Campus
- Upper Pittsgrove

(Pages 9595-9596)

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

Approved
Administrator
& Principals
Reports

Audience Participation II/Freeholder Liaison Recognition – Melissa Jones, of Carneys Point, thanked Mr. Helder for being at the hospital after her daughter had an accident on her way to school. She is thankful for the support of the SCVTS community and the Board should know how grateful the parents are of the administrators and staff. She is proud of the school and the education her daughter is receiving.

Participation II

Audience
Participation –
Parent Spoke
About Being
Grateful to
SCVTS

SALEM COUNTY SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Recessed Into
Executive Session –
8:23 PM

RECESS INTO EXECUTIVE SESSION - 8:23 P.M. – Moved by Mr. Donelson and seconded by Mr. Ransome.

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

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

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

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

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

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

4. Matters concerning negotiations, and specifically: _

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

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

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

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: _
Special Services Administrative Transition, Health Benefits update

Special Services
Administrative
Transition &
Health Benefits
Update

SALEM COUNTY SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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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.

Resumed Public Portion of the Meeting – 8:53 P.M.

Moved by Mr. Halter and seconded by Mr. Davis that the Board of Education Meeting be adjourned (8:54 P.M.).

Unanimously Approved

Respectfully Submitted,

John H. Bolil
Business Administrator/Board Secretary

Resumed
Public Portion
of Meeting -
8:53 PM

Adjourned -
8:54 PM