

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 12, 2018 at 7:00 p.m.

AGENDA

I. PLEDGE OF ALLEGIANCE TO THE FLAG

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

II. CALL TO ORDER

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

III. ROLL CALL

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

IV. MINUTES

It is recommended that the Board of Education approve the Minutes and Executive Minutes of the April 24, 2018 and the May 8, 2018 Board of Education Meetings.

V. ADDENDA

A. Acceptance of Agenda Addenda Items SCVTS

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

B. Acceptance of Agenda Addenda Items SCSSSD

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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VI. AUDIENCE PARTICIPATION I

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

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

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

VII. BOARD OF EDUCATION BUSINESS

A. Old Business- Regional Day School Roof Project Update

B. New Business-

C. Correspondence-

D. Presentations

1. Recognition of Retirement of Dave Moffett, Board President
2. Recognition of Retirees:
 1. Carol Niblock - SCSSSD Daretown Instructional Assistant
 2. Annette Simmerman - SCVTS District Office Secretary
 3. Ed Trout - SCVTS Maintenance
 4. Judi Ware - SCSSSD Registrar
3. Jessica Sears - Unless Project
4. District Transition Coordinator - Jim Helder/John Swain

**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.

_____ June 12, 2018
Business Administrator/Board Secretary Date

B. Reconciliation of Cash for School Funds Report

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

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2. Request and Recommendation of the Business Administrator for the Board of Education Approval of Additional Work to be Performed by Breaker Group, Inc.

It is recommended by the Business Administrator to approve Breaker Group, Inc. to provide onsite support to tune-up the network and make recommendations for future needs in the amount of \$3,200. The quote is attached.

3. Request and Recommendation of 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 2018-2019 School Year

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 2018-2019 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>.

4. Request and Recommendation of the Business Administrator for the Board of Education Approval of Participation in the SJPC 2018 Electric Bid

It is requested that the Board of Education approve the district's participation in the SJPC 2018 Electric Bid for the 2018-2019 school year.

5. 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, 2018 to June 30, 2019.

It is requested 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, 2018 to June 30, 2019. This agreement allows SCVTS to be a NJ State Training Provider for residents of Camden County.

6. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Contract List for 2017/2018

It is requested that the Board of Education approve the attached list of Vendors and Contract amounts for the 2017-2018 School Year

7. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Directing of Distribution of the Funds Held in Trust

It is requested that the Board of Education approve the attached resolution directing the Distribution of the Salem County Vocational Technical School Net Returned Surplus Funds in the amount of \$7,469 Held in Trust th the Gloucester, Cumberland, Salem School Districts JIF to be applied to the premium for 2018-2019.

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4. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Alvin Bass as a Level I Custodian for the Remainder of the 2017-18 School Year.

It is requested by the Superintendent that the Board of Education approve of the employment of Alvin Bass as a Level I Custodian, at a prorated salary of \$27,559 CM1-4 effective June 11, 2018.

5. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Alvin Bass as a Level I Custodian for the 2018-19 School Year.

It is requested by the Superintendent that the Board of Education approve of the employment of Alvin Bass as a Level I Custodian, at a salary of \$27,559 CM1-4 effective July 1, 2018.

6. Request and Recommendation of the Superintendent for Board of Education Approval of Employment of Denise Walls as a Substitute Nurse -District.

It is requested by the Superintendent that the Board of Education approve the employment of Denise Walls, Substitute Nurse, \$135/diem, beginning May 16, 2018.

7. Request and Recommendation of the Superintendent for Board of Education Approval of Employment of Denise Walls as a Substitute Nurse -District.

It is requested by the Superintendent that the Board of Education approve the employment of Denise Walls, Substitute Nurse, \$135/diem, beginning September 1, 2018.

8. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Nellie Rodriguez as a ESL/Civics Instructor for the 2018-19 School Year.

It is requested by the Superintendent that the Board of Education approve of the employment of Nellie Rodriguez as an ESL/Civics Instructor effective July 1, 2018 at the rate of \$28.00 per hour, not to exceed 28 hours per week, no benefits.

9. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Carey Italiano as a Basic Computer Instructor From July 9, 2018 to August 3, 2018.

It is requested by the Superintendent that the Board of Education approve the employment of Carey Italiano as a Basic Computer Instructor effective July 9, 2018 through August 3, 2018 at the rate of \$28.00 per hour, not to exceed 28 hours per week, no benefits..

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10. Request and Recommendation for Board of Education Approval of Staff to work as part of the FY19 Consolidated Adult Basic Skills and Integrated English and Civics Education Grant.

It is recommended by the Superintendent that the Board of Education approve the employment of the following individuals to work as part of the 2018-2019 Adult Basic Education grant program.

Name	Position	2018-2019 Salary
Angel Brown	ABE/ESL/Civics Instructor - Part Time - Summer Only	\$31.00 per hour, not to exceed 28 hours per week, up to a maximum of 125 hours from July 2 to August 31, 2018
Roger Call	ABE/ESL/Civics Instructor - Part Time	\$31.00 per hour, not to exceed 28 hours per week, no benefits
Angel Brown	ABE/ESL/Civics Instructor - Full Time	\$66,099.00 (September 1, 2018 to June 30, 2019)
Maria Alleva	ABE/ESL/Civics Intake Specialist	\$53,730 (68% of salary from July 1, 2018 to June 30, 2019)
Nellie Rodriguez	ABE/ESL/Civics Instructor - Part Time	\$28.00 per hour, not to exceed 28 hours per week, no benefits

11. Request and Recommendation for Board of Education Approval of Kimberly Kraky, an SCVTS Instructor, as an Instructor for the Law Enforcement and Developing Emergency Responders (LEADERS) Summer Program Offered in Partnership with Ranch Hope at Camp Edge June 25 - 29, 2018.

It is recommended by the Superintendent that the Board of Education approve Kimberly Kraky as an Instructor for the LEADERS Summer Program offered in partnership with Ranch Hope at the rate of \$30.00 per hour, up to 45 hours per week. Ms. Kraky’s salary will be paid for from the County Vocational School District Partnership Grant.

12. Request and Recommendation for Board of Education approval of Bruce Connell, an SCVTS Instructor, as an Instructor for the Salem County 4H “Real Life” Day Camp.

It is the request of the Superintendent that the Board of Education approve Bruce Connell to serve as an instructor for the Salem County 4H “Real Life” Day Camp hosted at the Career and Technical High School from June 25 – June 29, 2018. Mr. Connell will work each day from 9:00am to 2:00pm, for a weekly total of 25 hours. Mr. Connell will be compensated \$30.00 per hour.

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13. Request and Recommendation for Board of Education approval of Dominick DiPietro, an SCVTS Instructor, as an Instructor for the Salem County 4H “Real Life” Day Camp.

It is the request of the Superintendent that the Board of Education approve Dominick DiPietro to serve as an instructor for the Salem County 4H “Real Life” Day Camp hosted at the Career and Technical High School from June 25 – June 29, 2018. Mr. DiPietro will work one (1) day from 9:00am to 2:00pm, for a total of 6 hours. Mr. DiPietro will be compensated \$30.00 per hour.

14. Request and Recommendation of the Superintendent for Board of Education Approval of Edmund Borden- Part Time Student Custodian for the 2018-19 School Year.

It is the request of the Superintendent that the Board of Education approve the employment of Edmund Painter as a part time student custodian at the rate of \$8.60 per hour, effective July 1, 2018.

15. Request and Recommendation of the Superintendent for Board of Education Approval of Gabriel Painter - Part Time Student Custodian for the 2017-18 School Year.

It is the request of the Superintendent that the Board of Education approve the employment of Gabriel Painter as a part time student custodian at the rate of \$8.60 per hour, effective May 1, 2018.

16. Request and Recommendation of the Superintendent for Board of Education Approval of Gabriel Painter - Part Time Student Custodian for the 2018-19 School Year.

It is the request of the Superintendent that the Board of Education approve the employment of Gabriel Painter as a part time student custodian at the rate of \$8.60 per hour, effective July 1, 2018.

17. Request and Recommendation of the Superintendent for Board of Education Approval of Rachel Seykot - Part Time Student Custodian for the 2017-18 School Year.

It is the request of the Superintendent that the Board of Education approve the employment of Rachel Seykot as a part time student custodian at the rate of \$8.60 per hour, effective May 31, 2018.

18. Request and Recommendation of the Superintendent for Board of Education Approval of Rachel Seykot - Part Time Student Custodian for the 2018-19 School Year.

It is the request of the Superintendent that the Board of Education approve the employment of Rachel Seykot as a part time student custodian at the rate of \$8.60 per hour, effective July 1, 2018.

19. Request and Recommendation of the Superintendent for Board of Education Approval of Karli Hider - Part Time Student Custodian for the 2017-18 School Year.

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It is the request of the Superintendent that the Board of Education approve the employment of Karli Hider as a part time student custodian at the rate of \$8.60 per hour, effective May 31, 2018.

20. Request and Recommendation of the Superintendent for Board of Education Approval of Karli Hider - Part Time Student Custodian for the 2018-19 School Year.

It is the request of the Superintendent that the Board of Education approve the employment of Karli Hider as a part time student custodian at the rate of \$8.60 per hour, effective July 1, 2018.

21. Request and Recommendation of the Superintendent for Board of Education Approval of Steven Kramer - Part Time Student Custodian for the 2017-18 School Year.

It is the request of the Superintendent that the Board of Education approve the employment of Steven Kramer as a part time student custodian at the rate of \$8.60 per hour, effective May 31, 2018.

22. Request and Recommendation of the Superintendent for Board of Education Approval of Steven Kramer - Part Time Student Custodian for the 2018-19 School Year.

It is the request of the Superintendent that the Board of Education approve the employment of Steven Kramer as a part time student custodian at the rate of \$8.60 per hour, effective July 1, 2018.

23. Request and Recommendation of the Superintendent for Board of Education Approval of Evan Hiles - Part Time Student Custodian for the 2018-19 School Year.

It is the request of the Superintendent that the Board of Education approve the employment of Evan Hiles as a part time student custodian at the rate of \$8.60 per hour, effective July 1, 2018.

24. Request and Recommendation of the Superintendent for Board of Education Approval of the Resignation of Nelly Leon as a ESL Instructor - Adult Education.

It is requested by the Superintendent that the Board of Education approve of the resignation of Nelly Leon as a ESL Instructor - Adult Education, effective June 30, 2018.

25. Request and Recommendation of the Superintendent for Board of Education Approval to Accept the FMLA Request of Alfred Roeske - Auto Technology Instructor (Career & Technical High School).

It is recommended by the Superintendent that the Board of Education accept the FMLA request for Alfred Roeske - Auto Technology Instructor beginning on or about June 11, 2018 and ending on or about June 30, 2018.

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26. Request and Recommendation by the Superintendent for Board of Education Approval of the Payment to Edward Trout for Unused Sick, Personal, and Vacation Days Upon his Retirement, June 30, 2018.

It is recommended by the Superintendent that the Board of Education approve the payment of unused sick, personal, and vacation days to Edward Trout in accordance with the negotiated contract with sick and personal days having a maximum of \$7,500 and vacation days being paid out at his \$151.49/diem. Mr. Trout will be retiring June 30, 2018.

27. Request and Recommendation by the Superintendent for Board of Education Approval of the Payment to Annette Simmerman for Unused Sick, Personal, and Vacation Days Upon her Retirement, June 30, 2018.

It is recommended by the Superintendent that the Board of Education approve the payment of unused sick, personal, and vacation days to Annette Simmerman in accordance with the negotiated contract with sick and personal days having a maximum of \$7,500 and vacation days being paid out at her \$196.83/diem. Mrs. Simmerman will be retiring June 30, 2018.

Action: Approved_____ Disapproved _____Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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
Fortinet ATP/SWAT Training Stockton May 22,2018 (prior approval obtained from Board President)	Julius Ensaruai	\$0	\$0
Global Logistics & Supply Chain Management, Summer Teacher Training Institute, Rutgers University,	Jennifer Bates	\$87 tolls \$2,103 mileage	\$2,190

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Piscataway, NJ July 16-27, 2018			
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Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

PROGRAMS:

1. 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 th 2016-2017 School Year 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. The 2016-2017 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. For 2015-2016, the school reported 52 out of 78. For 2016-2017, 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.

2. Request and Recommendation for Board of Education Approval of the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Partner Agreements or the 2018-2019 school year.

It is recommended by the Superintendent that the Board of Education approve the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Partner Agreements listed below for the 2018-2019 school year.

Center for Human Services
Cumberland County College
Cumberland County Correctional Facility
Millville Public Library
Pathstone

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Salem Community College

3. 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 2018-2019 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 2018-2019 school year. Mrs. Napoliello-Ivory will provide training not to exceed 125 days between July 1, 2018 and June 30, 2019 at the rate of \$600 for 6.5 hours and \$300 for 3.25 hours. The purchase service agreement will be paid from ESEA Title IA grant funds, pending final grant approval.

4. Request and Recommendation for Board of Education Approval to Accept the FY19 Consolidated Adult Basic Skills and Integrated English and Civics Education Grant in the amount of \$711,050.

It is recommended by the Superintendent that the Board of Education accept the FY2019 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant funded under the Workforce Innovation and Opportunity Act, Title II, Adult Education and Literacy grant funds in the amount of \$711,050 for the budget period July 1, 2018 to June 30, 2019

5. Request and Recommendation for Board of Education Approval to Accept the FY19 Carl D. Perkins Secondary Grant in the amount of \$146,711.

It is recommended by the Superintendent that the Board of Education accept the [FY2019 Perkins Secondary grant funds](#) in the total amount of \$146,711 for the budget period July 1, 2018 to June 30, 2019.

6. Request and Recommendation for Board of Education Approval to Apply for the FY2019 Carl D. Perkins Post Secondary Grant.

It is recommended by the Superintendent that the Board of Education grant approval to apply for the FY2019 Carl D. Perkins Post Secondary Grant. Final allocations for the FY2019 Carl D. Perkins PostSecondary Grant will be awarded upon the State's review of a proposed Perkins PostSecondary Program Budget Activity Plan designed to address Perkins Performance Measures for the 2018-2019 school year. The Board will be asked to approve the final award and spending plan for the grant once it is received from the State.

7. Request and Recommendation for Board of Education Approval to Apply for the Elementary and Secondary Education Act (ESEA), Title IA, Title IIA, and Title IV funding for the 2018-19 school year.

It is recommended by the Superintendent that the Board of Education approve the Salem County Vocational Technical School District to apply for the ESEA, Title IA, Title IIA and Title IV grant for the 2018-2019 School Year for the amounts as follows:

Title IA:	\$187,401
Title IIA:	\$ 30,276
Title IV:	\$ 11,284

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8. Request and Recommendation for Board of Education Approval of CTE and Academic Instructors to Participate in Curriculum, Assessment and Professional Development Work Sessions from July 9, 2018 through August 31, 2018.

It is requested by the Superintendent that the Board of Education approve CTE and Academic instructors for curriculum, assessment and professional development work sessions with the Assistant Superintendent from July 9, 2018 through August 31, 2018. Each instructor will be paid \$30.00 per hour up to a maximum of 20 hours total during the summer. Timesheets are required. District funds, Perkins Secondary Funds, and ESEA Funds will be used to pay the instructors based on grant programmatic needs.

<u>CTE</u>	
Donald Aikens	Keeley DiTizio
Joseph Alexander	Matthew DiTizio
Carly Chaapel	Garry Dolbow
Danut Chiriac	Tracy Foster
Bruce Connell	Stephanie Hoffman
Anna DiPietro	Joseph Monzo
Dominick DiPietro	Lisa Hartsough
Alfred Roeske	Brian Quinn
<u>Academic</u>	
Elizabeth Bernat-Duaime	Deborah Lubelski
Nicole Cerqueira	Jessica Lutes
Carly Chaapel	Leo Maisey
Lindsay Doran	Jami Munyan
Patrick Fisher	Dawn Patrick
Cindia Gredesky	Nicole Pham
Nicole Kopp	Jennifer Roberts
Kimberly Kraky	Eric Walter
Rachael Lester	Kacey Weber
Eric Lockwood	Megan Wright

9. Request and Recommendation for Board of Education Approval of a Resolution to Participate in the 2018-2019 Shared County Apprenticeship Coordinator Grant with Gloucester and Cumberland Counties

It is recommended by the Superintendent that the Board of Education grant approval of a resolution for Salem County Vocational-Technical School to enter into a 2018-2019 shared County Apprenticeship Coordinator Consortium with Gloucester and Cumberland Counties as part of the County Apprenticeship Coordinator Program as approved by the NJ Department of Labor and Workforce Development. The Board of Education of the Special Services School District and the Vocational School District of the County of Gloucester will act as the lead for the three county consortia and will employ an apprenticeship coordinator to provide apprenticeship services for the three counties.

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10. Request and Recommendation for Board of Education Approval of Contract with the County of Salem to Provide Shared Services.

It is recommended that the Board of Education approve a shared service agreement with the County of Salem for Adult Basic Skills Training to be provided by Salem County Vocational Technical School at the Salem County Correctional Facility effective July 1, 2018 through June 30, 2021 at a cost not to exceed \$21,525.00 per year.

11. Request and Recommendation for Board of Education Approval to Approve the 2018-2019 Adult Vocational Program Class Schedule.

It is requested that the Board of Education approve the 2018-2019 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	August 7, 2018 November 12, 2018	November 20, 2018 December 21, 2018
Medical Assistant/Multi-Skilled Technician	320 Hours	August 1, 2018 October 9, 2018	October 5, 2018 December 22, 2018
Certified Home Health Aide	10 Hours	June 26, 2018	June 28, 2018
Phlebotomy	225 Hours Includes Externship	July 2, 2018 September 18, 2018	July 19, 2018 (not including externship) November 15, 2018 (not including externship)
Administrative Assistant Office Manager	600 Hours	September 9, 2018	January 31, 2019
Basic Computer Class	50 Hours	July 9, 2018	August 9, 2018
Welding	75 Hours	June 18, 2018	August 14, 2018

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

12. 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, 2019.

13. Request and Recommendation for Board of Education Approval to Provide a CPR/Basic Lifesaving Skills Training Course to Nursing Students Enrolled at Salem Community College June 13 and June 20, 2018.

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 to nursing students enrolled at 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 106 on June 13th and June 20th.

14. Request and Recommendation for Board of Education Approval to Provide a Blood Borne Pathogens Safety Training (Infection Control) to Salem Community College Staff at Salem Community College on July 17, 2018.

It is recommended by the Superintendent that the Board of Education approve the Salem County Adult Education Program to provide two (2) three (3) hour Blood Borne Pathogens Safety Trainings for Salem Community College Faculty. Cost is \$30.00 per person. Wandra Wells, a full time SCVTS Adult Education employee, will teach the courses. The courses will be held at the Tillis Building, SCC Campus, Room 106 on July 17, 2018. Session I is from 1:00 p.m. to 4:00 p.m. and Session II is from 4:30 p.m. to 7:00 p.m.

15. Request and Recommendation for Board of Education Approval to Provide Instructional Support for Enrolled Adult Post Secondary Students to Complete 10-Hour OSHA Outreach Training for Construction through the American Safety Council at a Cost of \$100 per student.

It is recommended by the Superintendent that the Board of Education approve the adult post secondary department to support the offering of 10-Hour OSHA Outreach Training for Construction through the American Safety Council at a cost of \$100 per student. Students will complete an approved online program, leading to OSHA credential under the supervision of an instructor.

16. Request and Recommendation for Board of Education Approval of the Continuation of Organization Memberships for the 2018-2019 School year.

It is recommended by the Superintendent that the Board of Education approve the continuation of the annual membership in the following organizations for the 2018-19 school year.

National Technical Honor Society – \$81.00

New Jersey Interscholastic Athletic Association - \$2,150.00

17. Request and Recommendation for Board of Education Approval to Continue with the One Year Subscription for Taskstream for the 2018-2019 School Year.

It is recommended that the Board of Education approve the continuation of the one year subscription for Taskstream for the 2018-19 school year in the amount of \$3185.00. Taskstream is the online lesson plan subscription used by the

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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.

18. 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
Cohanzick Zoo/Splash Park, Bridgeton, NJ	TLC students and one (1) chaperone	July 10th, 24th, August 14th, 21st, and 28, 2018	SCVTS Bus \$100.00 each day
Wood Lanes, Woodstown, NJ	TLC students and one (1) chaperone	July 17, 2018	SCVTS Bus \$75.00
Delaware Children's Museum	TLC students and one (1) chaperone	July 31, 2018	SCVTS Bus \$125.00
Regal Cinemas and Chick Fil-A, Vineland, NJ	TLC students and one (1) chaperone	August 7, 2018	SCVTS Bus \$125.00

19. Request and Recommendation for Board of Education Approval of fundraising activities for the Career and Technical High School for the 2017-2018 school year. In accordance with Board of Education Policy 6660, the individual responsible for conducting the fundraiser must submit proof of receipts and disbursements to the Business Administrator after the activity is completed.

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
A.	Basketball Team	The Dog Days of Summer - Dollar Dog Day - Selling Hot Dogs, Lemonade and Cookies the last day of school Cost - \$1.00 each	June 19, 2018

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

B.	Culinary Club & Class of 2019	Summer Grilling Classes \$30 per person.	Up to three classes with dates approved by the building principal.+
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Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)
- P 2431 Athletic Competition (M) (Revised)
- R 2431.2 Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) (Revised)
- P 2431.8 Varsity Letters for Interscholastic Extracurricular Activities (M) (New)
- P & R 5350 Student Suicide Prevention (M) (Revised)
- P 5533 Student Smoking (M) (Revised)
- P 5535 Passive Breath Alcohol Sensor Device (Revised)
- P & R 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
- P 8462 Reporting Potentially Missing or Abused Children (M) (Revised)
- P 8561 Procurement Procedures for School Nutrition Programs (New)

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

Business Administrator/Board Secretary	June 12, 2018 Date
--	-----------------------

B. Reconciliation of Cash for School Funds Report

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the month **February 2018**. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of February 2018.

C. Board Secretary Certification

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

D. Board of Education Certification

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

Action:	Approved _____ Disapproved _____ Held for Study _____		
	Motion by: _____		
	Second by: _____		
	Mr. Davis _____	Mr. Ransome _____	
	Mr. Donelson _____	Mr. Moffett _____	
	Mr. Halter _____	Ms. Nicolosi _____	
		Mrs. Smith _____	
	Abstain: _____	Opposed: _____	

E. Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds for the months ending May 2018.

F. Warrants

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

- Board Payment Approval List April 1, 2018 to May 31, 2018.

Action:	Approved _____ Disapproved _____ Held for Study _____		
	Motion by: _____		
	Second by: _____		
	Mr. Davis _____	Mr. Ransome _____	
	Mr. Donelson _____	Mr. Moffett _____	
	Mr. Halter _____	Ms. Nicolosi _____	

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

Mrs. Smith _____

Abstain: _____ Opposed: _____

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation of the Business Administrator for the Board of Education to Approve annual contract with Breaker Group

It is recommended by the Business Administrator to approve the acceptance of the quotations from Breaker Group for Annual Support and backup of our Shoretel System at a cost of \$3,095. **No contract attached.**

2. Request and Recommendation of 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 2018-2019 School Year

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 2018-2019 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>.

3. Request and Recommendation of the Business Administrator for the Board of Education Approval of Participation in the SJPC 2018 Electric Bid

It is requested that the Board of Education approve the district's participation in the SJPC 2018 Electric Bid for the 2018-2019 school year.

4. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Contract List for 2017/2018

It is requested that the Board of Education approve the attached list of Vendors and Contract amounts for the 2017-2018 School Year.

5. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Service Agreements with Bergen Protective Services

It is requested that the Board of Education approve the attached Service Agreements with Bergen Protective Systems for Installation and Monitoring Services at Cumberland and Daretown Campus locations, as per the attached.

6. Request and Recommendation of the Business Administrator for the Board of Education Approval to Void and Replace Check 040505

It is requested that the Board of Education approve the voiding of Check 040505 and the issuance of a replacement, both in the amount of \$250.00. The check was payable to NJ E-Z Pass and was lost in the mail.

7. Request and Recommendation of the Business Administrator for the Board of Education Approval to renew the lease with Salem Community College

It is recommended by the school administrator that the Board of Education approve the renewal of our current lease with Salem Community College for the

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

2018-2019 school year. There is a 2% increase in the price, for a total cost of \$137,655. \$114,444 for the Alternative High School/Middle School Program and \$23,211 for Early Intervention.

8. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Renewal Applications for Temporary Instruction Space for the 2018-2019 School Year

It is recommended that the Board of Education approve the attached Renewal Applications for Temporary Instructional Space for the 2018-2019 School Year for the Autism Program at Upper Pittsgrove Elementary School and the Preschool Program at Lower Alloways Creek Elementary School.

9. Request and Recommendation of the Business Administrator for the Board of Education Approval of the attached Application for Change of Use of Educational Space for the 2018-2019 School Year

It is recommended that the Board of Education approve the attached Application for Change of Use of Educational Space for the 2018-2019 School Year for the new Autism Program at Salem County Vocational Technical School. The application was changed to a "Change of Use" from the previously approved "Temporary Instructional Space" request.

10. Request and Recommendation by the School Business Administrator for Board of Education Approval of an Affiliation Agreement with The University of Akron as a Clinical Training Site for Speech Pathology

It is recommended by the School Business Administrator that the Board of Education approve an affiliation agreement with The University of Akron, for one year, as a clinical training site for Speech Language Pathology for clinical learning experiences that will provide students with the opportunity to work with patients to get necessary training for their program.

11. Request and Recommendation by the School Business Administrator for Board of Education Approval of an Affiliation Agreement with Rutgers School of Nursing as a Clinical Training Site for Nursing Services

It is recommended by the School Business Administrator that the Board of Education approve an affiliation agreement with Rutgers School of Nursing, for one year, as a clinical training site for Nursing Services for clinical learning experiences that will provide students with the opportunity to work with patients to get necessary training for their program.

12. Request and Recommendation by the School Administrator that the Board of Education Approve GCSSD Transportation Contracts

It is recommended by the school administrator that the Board of Education approve the following GCSSD Transportation Contracts:

Special Education/Nonpublic/Vocational/Homeless/Public
Students Transportation Routes

Route 18-021 and SCSSSS91A Jointure Memo
Route Y 1397 & Y 1399

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

Route Y 1403
Route Y 1177
Non-Public, Choice, Charter Bld Memo
ESY Memo
Route Y 1405
Route Y 1144

Action: Approved _____ Disapproved _____ Held for Study _____
Motion by: the _____
Second by: _____

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

Abstain: _____ Opposed: _____

XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

A. New Business:

PERSONNEL:

1. Request and Recommendation of the Superintendent for Board of Education to Retroactively Approve the Business Administrator to Attend the 2018 NJ Association of School Business Officials Conference.

It is recommended by the Superintendent that John Bolil, Business Administrator, be retroactively approved to attend the 2018 NJ Association of School Business Officials Conference in Atlantic City from June 6-8, 2018 to obtain continuing professional education credits required to maintain the Qualified Purchasing Agent Certification. Certification requires 20 contact hours of continuing education every three years. Certification credits need to be obtained by June 30, 2018. The cost breakdown is as follows:

Registration	\$275
Mileage/tolls/parking	\$64.75
Meals and Incidentals	\$160 per GSA Guidelines
Hotel	<u>\$249.19</u>
Total	\$748.91

2. Request and Recommendation of the Superintendent for Board of Education Approval to Appoint Gina Abbott as the Acting Business Administrator in the Absence of the Business Administrator.

It is recommended by the Superintendent that Gina Abbott-Confidential Business Office Assistant - Payroll be approved as the Acting Business Administrator in the absence of the Business Administrator. Should the Business Administrator become incapacitated or out of the office for an extended period of time,

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

decisions need to be made in a timely fashion to keep the business office functioning. Mrs. Abbott will be compensated an additional \$100/diem on these days as deemed necessary by the Superintendent.

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

It is requested by the Superintendent that the Board of Education approve the employment of additional staff for the 2018 Extended School Year program.

4. Request and Recommendation of the Superintendent for Board of Education Approval of Employment of Denise Walls as a Substitute Nurse -District for the 17-18 School Year.

It is requested by the Superintendent that the Board of Education approve the employment of Denise Walls, Substitute Nurse, \$135/diem, beginning May 16, 2018.

5. Request and Recommendation of the Superintendent for Board of Education Approval of Employment of Denise Walls as a Substitute Nurse -District for the 18-19 School Year.

It is requested by the Superintendent that the Board of Education approve the employment of Denise Walls, Substitute Nurse, \$135/diem, beginning September 1, 2018.

6. Request and Recommendation by the Superintendent for Board of Education Approval of Adjunct Staff Transferring from Independent Contractors for the 2017-18 and 2018-19 School Years.

It is requested by the Superintendent that the Board of Education approve the following adjunct staff for Early Intervention who are transferring from independent contractors for the 2017-18 and 2018-19 school years:

Name	Title	Hourly Rate
Melissa Williams	Speech	\$75/hour
Teresa Hogate	OT	\$75/hour
Kristy Buck	OT	\$70/hour
Taylor Aaron	PT	\$70/hour
Mary Jenkins	CDS	\$48/hour
Kathleen Mullee	Speech	\$70/hour
Lauren Gallagher	Speech	\$75/hour
Lydia Champion	Social Worker	\$48/hour
Mary Hutchinson	Speech	\$75/hour

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

Gina Duffy	Speech	\$75/hour
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- 7. Request and Recommendation by the Superintendent for Board of Education Approval of the Payment to Carol Niblock for Unused Sick, Personal, and Vacation Days Upon her Retirement, June 30, 2018.**
It is recommended by the Superintendent that the Board of Education approve the payment of unused sick, personal, and vacation days to Carol Niblock in accordance with the negotiated contract with sick and personal days having a maximum of \$7,500 and vacation days being paid out at her \$75.00/diem. Mrs. Niblock will be retiring June 30, 2018.
- 8. Request and Recommendation by the Superintendent for Board of Education Approval of the Payment to Judith Ware for Unused Sick, Personal, and Vacation Days Upon her Retirement, June 30, 2018.**
It is recommended by the Superintendent that the Board of Education approve the payment of unused sick, personal, and vacation days to Judith Ware in accordance with the negotiated contract with sick and personal days having a maximum of \$7,500 and vacation days being paid out at her \$178.29/diem. Mrs. Ware will be retiring June 30, 2018.
- 9. Request and Recommendation of the Superintendent for Board of Education Approval of Voluntary Transfer of Laura Dale from Lower Alloways Creek Campus - Paraprofessional to Daretown Campus - Paraprofessional.**
It is requested by the Superintendent that the Board of Education approve of voluntary transfer of Laura Dale from Lower Alloways Creek Campus - Paraprofessional to Daretown Campus - Paraprofessional, effective September 1, 2018.
- 10. Request and Recommendation of the Superintendent for Board of Education Approval of Transfer of Laura Dale from Cumberland Campus - Paraprofessional to Daretown Campus - Paraprofessional for ESY.**
It is requested by the Superintendent that the Board of Education approve of transfer of Laura Dale from Cumberland Campus - Paraprofessional to Daretown Campus - Paraprofessional ESY, effective July 9, 2018.
- 11. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Chryl Bafford as a Paraprofessional - Cumberland Campus.**
It is requested by the Superintendent that the Board of Education approve of the employment of Chryl Bafford as a Paraprofessional Cumberland Campus - Paraprofessional, effective May 29, 2018.
- 12. Request and Recommendation of the Superintendent for Board of Education Approval of the Resignation of Chryl Bafford as a Paraprofessional - Cumberland Campus**

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

It is requested by the Superintendent that the Board of Education approve of the resignation of Chryl Bafford as a Paraprofessional Cumberland Campus - Paraprofessional, effective May 30, 2018.

13. Request and Recommendation of the Superintendent for Board of Education Approval of Transfer of Alexzia Cuff from Substitute Paraprofessional to Full Time Paraprofessional - Cumberland Campus.

It is requested by the Superintendent that the Board of Education approve of transfer of Alexzia Cuff from Substitute Paraprofessional to Full Time Paraprofessional - Cumberland Campus, effective June 6, 2018, at \$18,228 (prorated) IA-4.

14. Request and Recommendation of the Superintendent for Board of Education Approval of Transfer of Alexzia Cuff from Substitute Paraprofessional to Part-Time Paraprofessional - Cumberland Campus.

It is requested by the Superintendent that the Board of Education approve of transfer of Alexzia Cuff from Substitute Paraprofessional to Part Time (60%) Paraprofessional - Cumberland Campus, effective September 1, 2018 at the prorated salary of \$10,937 (60% of \$18,228) IA-4.

15. Request and Recommendation of the Superintendent for Board of Education Approval of the Unpaid Practicum Placement of Alexzia Cuff at the Cumberland Campus for the 2018-19 Fall Semester.

It is requested by the Superintendent that the Board of Education approve the Unpaid Practicum Placement of Alexzia Cuff at the Cumberland Campus for the fall semester, beginning August 27, 2018 through December 14, 2018, beginning any time after September 10, 2018. Ms. Cuff will be mentored by one of the Cumberland Campus teachers in K-6.

16. Request and Recommendation of the Superintendent for Board of Education Approval for an unpaid Clinical Practicum Experience for Felcia Hunter for 2018 ESY.

It is requested by the Superintendent that the Board of Education approve a Clinical Practicum Experience for Felcia Hunter, Speech Pathology Masters student from The University of Akron, Ohio, at the Cumberland Campus for the 2018 ESY session. Ms. Hunter will be supervised by Stephanie Weiser and Jane Whittingill.

17. Request and Recommendation of the Superintendent for Board of Education Approval of an unpaid TOSD Field Experience for Mallory McLaughlin.

It is requested by the Superintendent that the Board of Education approve the unpaid TOSD Field Experience of Mallory McLaughlin, Rowan University student at the Cumberland Campus for the Extended School Year for a total of 40 hours. Ms. McLaughlin will be mentored by Nicole Kelly, Teacher from July 9, 2018 through August 16, 2018.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

18. Request and Recommendation of the Superintendent for Board of Education Approval of Transfer of Christine Cacchioli from School Social Worker 80% to School Social Worker 70%.

It is requested by the Superintendent that the Board of Education approve of transfer of Christine Cacchioli from School Social Worker-Child Study Team 80% to School Social Worker-Child Study Team 70% (\$46,850 70% of \$66,929), effective September 1, 2018.

19. Request and Recommendation of the Superintendent for Board of Education Approval of Max Fitzgerald as a Substitute Bus Aide.

It is requested by the Superintendent that the Board of Education approve the employment of Max Fitzgerald as a Substitute Bus Aide at his regular hourly salary.

20. Request and Recommendation for Board of Education Approval of Dr. Karen Stallings, Alternative School Social Worker, to Attend Transition Meeting at Bridgeton High School.

It is requested and recommended that Dr. Karen Stallings be approved to attend that annual Bridgeton School District transition meeting for students who displayed appropriate behavior to return to the district. It is requested that she be approved at \$240 per day for each of the meetings. The dates will be determined once agreed upon by the Bridgeton School District.

21. Request and Recommendation for Board of Education Approval of Karen Gerber, EIP Social Worker, to Work Summer Hours as Case Manager.

It is requested and recommended for board of education approval that Karen Gerber be approved to work as a Summer Case Manager at the rate of \$40.00 per hour, not to exceed 25 hours. Karen Gerber has worked the last few years in the same capacity.

22. Request and Recommendation by the Superintendent for Board of Education Approval for the Use of FMLA for Jessica Wolfe Paraprofessional - Cumberland Campus.

It is requested by the Superintendent that the Board of Education approve the FMLA leave for Jessica Wolfe Paraprofessional - Cumberland Campus beginning on or about June 11, 2018 until approximately June 30, 2018.

23. Request and Recommendation by the Superintendent for Board of Education Approval for the Use of FMLA for Vincent Opanel Instructor - Alternative Campus.

It is requested by the Superintendent that the Board of Education approve the FMLA leave for Vincent Opanel Instructor - Alternative Campus beginning on or about June 12, 2018 until approximately October 19, 2018 From approximately October 22, 2018 until approximately November 12, 2018 Mr. Opanel is requesting an uncompensated Leave of Absence.

24. Request and Recommendation for Board of Education Approval of an Unpaid Clinical Practicum Placement for Amanda Orgeron, Liberty University, Special Education Teacher Candidate.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

It is recommended by the Superintendent that the Board of Education approve an unpaid Clinical Practicum Placement for Amanda Orgeron, Liberty University Special Education Teacher Candidate. From August 29, 2018 through October 19th, Ms. Orgeron will be placed at the Upper Pittsgrove Elementary School in the 5th grade. From October 22, 2018 through December 12th, she will be at the Daretown School in the 8th grade.

25. Request and Recommendation of the Superintendent for Board of Education Approval of the Termination of Brielle DeMers as a Paraprofessional - Cumberland Campus.

It is requested by the Superintendent that the Board of Education approve the termination of Brielle DeMers, Paraprofessional-Cumberland Campus, effective June 2, 2018.

26. Request and Recommendation of the Superintendent for Board of Education Revoke the offer of ESY Employment of Brielle DeMers as a Paraprofessional - Cumberland Campus.

It is requested by the Superintendent that the Board of Education revoke the ESY Employment of Brielle DeMers, Paraprofessional-Cumberland Campus.

PROFESSIONAL DEVELOPMENT:

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

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

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
<i>ASHA Schools Connect Conference</i> Sponsored by: ASHA Baltimore, MD July 20-22, 2018	Jane Whittinghill	\$359 - Reg. \$71 - Mileage & Tolls \$280-Room \$212.50 - Meals	\$922.50
<i>Fortinet ATP/SWAT Training</i> Stockton University May 22,2018 <i>Prior verbal approval from the Board President</i>	Harry Rodriguez	\$0	\$0

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

PERS, TPAF, DCRP Sponsored by: Advanced Learning Vineland NJ June 20, 2018	Gina Abbott Frank Maurer	\$99.00 - Reg. Each \$14.88 mileage	\$212.88
QPA-NJLM One-Day Mini-Conference <i>Sponsored by: NJ League of Municipalities</i> West Windsor, NJ June 15, 2018	John Bolil	\$125 - Reg \$52.35 - Mileage & Tolls \$20 - Misc.	\$197.35
What's New In Management? The Positive Organization <i>Sponsored by: Institute for Professional Day</i> New Brunswick, NJ June 22, 2018	John Bolil	\$125 - Reg. \$64 - Mileage & Tolls \$20 - Misc.	\$209.00

PROGRAMS:

1. Request and Recommendation for Board of Education Approval Main Event Entertainment as a Community Based Instruction destination.

It is recommended by the Superintendent that the Board of Education approve Main Event Entertainment, 2900 Fashion Center Blvd., Newark, DE 19720 as a Community Based Instruction destination.

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 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. 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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

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 Annual Walk For Special Needs for 2018-2019.

It is recommended by the Superintendent that the Board of Education approve the 2019 Annual Walk For Special Needs for April 27th, 2019 with a rain date of May 4, 2019 at Schalick High School from 9:00 a.m. to 1:00 p.m. Once again a \$20.00 donation is asked for all adults over 18. Children can walk for free but if they would like a t-shirt it will require a \$5.00 donation. We will also continue the basket raffle and a small craft sale.

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)
- P 2431 Athletic Competition (M) (Revised)
- R 2431.2 Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) (Revised)
- P 2431.8 Varsity Letters for Interscholastic Extracurricular Activities (M) (New)
- P & R 5350 Student Suicide Prevention (M) (Revised)
- P 5533 Student Smoking (M) (Revised)
- P 5535 Passive Breath Alcohol Sensor Device (Revised)
- P & R 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)
- P 8462 Reporting Potentially Missing or Abused Children (M) (Revised)
- P 8561 Procurement Procedures for School Nutrition Programs (New)

Action: Approved_____ Disapproved _____ Held for Study_____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

Motion by: _____
 Second by: _____
 Mr. Davis _____ Mr. Ransome _____
 Mr. Donelson _____ Mr. Moffett _____
 Mr. Halter _____ Ms. Nicolosi _____
 Mrs. Smith _____

Abstain: _____ Opposed: _____

B. Old Business:

1.
 Action: Approved _____ Disapproved _____ Held for Study _____
 Motion by: _____
 Second by: _____
 Mr. Davis _____ Mr. Ransome _____
 Mr. Donelson _____ Mr. Moffett _____
 Mr. Halter _____ Ms. Nicolosi _____
 Mrs. Smith _____

Abstain: _____ Opposed: _____

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 Review of Student Handbooks for the 2018-2019 school year.**
 It is recommended by the Superintendent that the Board of Education review the Student Handbooks for the following sites for the 2018-2019 school year:

High School ASD Program
 Upper Pittsgrove ASD Program
 Salem Campus
 Daretown Code of Conduct

3. **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.

Action: Approved _____ Disapproved _____ Held for Study _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

Motion by: _____
Second by: _____
Mr. Davis _____ Mr. Ransome _____
Mr. Donelson _____ Mr. Moffett _____
Mr. Halter _____ Ms. Nicolosi _____
Mrs. Smith _____

Abstain: _____ Opposed: _____

3. Principal's/Administrator's Reports

Cumberland
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:

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

- 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:
NW/DM Case Depositions
- 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:
B.D.
- 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.

Action: Approved ____ Disapproved ____ Held for Study ____
Motion by: _____
Second by: _____
Mr. Davis _____ Mr. Ransome _____
Mr. Donelson _____ Mr. Moffett _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – JUNE 12, 2018**

Mr. Halter _____ Ms. Nicolosi _____
Mrs. Smith _____

Abstain: _____ Opposed: _____

XIV. RESUMPTION OF PUBLIC PORTION OF THE MEETING

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

XV. ADJOURNMENT

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____