

THE BOARD OF EDUCATION FOR SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT OF THE COUNTY OF SALEM

Reorganization of the Board of Education Meeting
880 Route 45, Woodstown, NJ 08098
Tuesday, July 10, 2018 at 11:00 a.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 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.

III. SWEARING IN OF BOARD OF EDUCATION MEMBERS

Mrs. Patricia Bomba - three year term

IV. ROLL CALL

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

V. 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.

VI. REORGANIZATION OF THE BOARD OF EDUCATION

A. Election of Officers

1. President
2. Vice President

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B. Appointment of Committees

1. It is recommended that the Board of Education approve and accept the Board Committee assignments as follows:

Personnel and Finance-Mr. Maurer and Mr. Bolil

Board Members: Jim Davis, Linwood Donelson, Julie Smith

Program and Curriculum-Dr. Bates

Board Members: Earl Ransome, Daryl Halter, Linwood Donelson

Policies and Procedures-Mr. Swain

Board Members: Earl Ransome, Julie Smith, and Linwood Donelson

Facilities-Mr. Bolil

Board Members: Jim Davis, Earl Ransome

Technology-Mr. Enaursi and Mr. Rodriguez

Board Members: Earl Ransome, Daryl Halter

Community Outreach-Ms. Baker

Board Members: Jim Davis, Earl Ransome

Action:	Approved _____	Disapproved _____	Held for Study _____
	Mr. James Davis _____	Mr. Earl Ransome _____	
	Mr. Linwood Donelson III _____	Mrs. Patricia Bomba _____	
	Mr. Daryl Halter _____	Ms. Margaret Nicolosi _____	
		Mrs. Julie Smith _____	

VII. APPOINTMENTS AND DESIGNATIONS - SCVTS

- A. It is Recommended that the Board of Education Approve the Following Resolution - Appointment and Designation of Insurance Broker, Business Administrator, Qualified Purchasing Agent, Architect, Regulatory Services, Computer Financial Software License, Board Solicitor, School Physician, Board Secretary, Special Counsel for the 2018-19 School Year.

1. Resolution authorizing the appointments for “professional services” for a one year term commencing July 1, 2018 through June 30, 2019.
 - a. **Insurance Broker of Record**
 - i. Gloucester, Cumberland, Salem School District Joint Insurance Fund
 - b. **Business Administrator**
 - i. Mr. John H. Bolil
 - c. **Qualified Purchasing Agent**
 - i. Mr. John H. Bolil

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- d. Architect**
 - i. Garrison Architects
- e. Regulatory Services**
 - i. PARS Environmental Services
- f. Computer Financial Software License**
 - i. EDUMET Interactive Systems
- g. Board Solicitor**
 - i. Mark Toscano of Comegno Law Group, P.C.
- h. School Physician**
 - i. Christiana Care Health Services
- i. Board Secretary**
 - i. Mr. John H. Bolil
- j. Special Counsel**
 - i. McManimon, Scotland, & Bauman, L.L.C.
 - ii. McCrosson & Stanton, L.L.C.
- k. Computer Student Data Software**
 - i. PowerSchool
- l. Policy and Regulation**
 - i. Strauss Esmay
- m. Auditors**
 - i. Nightlinger, Colavita & Volpa

Action: Approved____ Disapproved _____ Held for Study_____

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

B. It is Recommended that the Board of Education Approve the Depository of School Funds & Account Signatories for the 2018-19 School Year.
"Fulton Bank of New Jersey"

Account	Fund	Title
#02240262	Salary/Payroll Account	Board President, Board Secretary (One of two signatures required)
#02240181	Agency Account	Board President, Board Secretary (One of two signatures required)
#02237326	General Account	Board President*, Board Treasurer, Board Secretary Alternate: Board Vice President* (Two of three signatures required)
#2705885	Capital Projects	Board President*, Board Treasurer, Board

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		Secretary Alternate: Board Vice President* (Two of three signatures required)
#02240254	Food Service	Board President, Board Secretary (One of two signatures required)
#02240246	Special Activities	Superintendent, Board Secretary Alternate for Board Secretary: Board President (Two of three signatures required)
#1100718668	Salem County Vo-Tech Account (Health-Aflac)	Aflac Representatives (Two of two signatures required)

C. It is Recommended that the Board of Education Approve the Secondary Investments Firms for the 2018-2019 School Year.

- a. TD Bank, Haddon Heights
- b. Franklin Savings Bank, Salem
- c. Susquehanna Bank, Mullica Hill
- d. First National Bank of Elmer, Elmer
- e. Pennsville National Bank, Pennsville

D. It is Recommended that the Board of Education Approve the following District Assignments of Staff for the 2018-2019 School Year.

It is recommended that the Board of Education approve the following appointment of district assignments:

Title	Personnel
Affirmative Action Officer	Frank H. Maurer, III and E. Jane Whittinghill
Asbestos Hazard Emergency Response Act (AHERA) Compliance Officer	Kevin Shipman
Right-to-Know Compliance Officer	Kevin Shipman
Public Agency Compliance Officer	John H. Bolil
Custodian of Records (except student records)	John H. Bolil
Custodian of School Records	Jason Helder
Section 504 Compliance Officer	Dr. Todd Slimm
Title IX Coordinator	Frank H. Maurer, III

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ADA Coordinator	Frank H. Maurer, III
Chemical Hygiene Officer	Rebecca Dorrell
Emergency Management Officer	Kevin Shipman
Integrated Pest Management Coordinator	Kevin Shipman
Anti-Bullying Coordinator	Frank H. Maurer, III and E. Jane Whittinghill
Cooperative Education Instructor/Coordinator	E. Helen Hoffman
Homeless Child Liaison	Jason Helder
Child Abuse Liaison	Melanie Jones
Drug Free School Zone Liaison	Assistant Principal
Issuance Officer for Working Papers	Jason Helder
Safety and Health Officer	Assistant Principal
Gifted and Talented Liaison	Jason Helder
Special Education Coordinator	Dr. Todd Slimm
Technology Director/ LEA PARCC IT Contact	Julius Enarusai
State Testing Coordinator	Dr. Jennifer Bates
District Education Stability Liaison	Jason Helder
Bilingual/ESL Point of Contact	Dr. Todd Slimm
NCLB Coordinator	Dr. Jennifer Bates
School Nurse	Rebecca Dorrell
Food Service Director	Roland Carter
District Organizational Chart	Attachment
Anti-Bullying Specialist	Lacey DeBellis
School Safety Specialist	Frank Maurer, Dr. Marjorie Wentzell

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E. It is Recommended that the Board of Education Approve the Petty Cash Usage at the Following Campuses for the Stated Amounts for the 2018-2019 School Year.

It is recommended that the Board of Education approve the Petty Cash funds for the 2018-2019 school year as follows:

Campus	Amount
District Office	\$500.00
Adult Community Education	\$200.00

F. It is Recommended that the Board of Education Approve the South Jersey Times as the Official Newspaper for the 2018-2019 School Year.

South Jersey Times

G. It is Recommended that the Board of Education Approve the following Regular Meeting Dates of the Board of Education for the 2018-2019 School Year.

July 24, 2018	January 22, 2019
August 28, 2018	February 26, 2019
September 25, 2018	March 26, 2019
October 16, 2018**	April 16, 2019**
November 20, 2018**	May 7, 2019***
December 18, 2018**	June 11, 2019***
	July 2, 2019 (Reorg)

- a. 7:00 p.m. in the Conference Room at the Vocational Technical School located at 880 Route 45, Woodstown, NJ.
- b. **Third Tuesday
- c. ***Second Tuesday

H. It is Recommended that the Board of Education Approve the Following Policy Statements for the 2018-2019 School Year.

It is recommended that the organized Board of Education accept and reaffirm the previous curriculum and textbooks, policies (including pupil records), practices, salary guides (1,2,3,4,5), and procedures of the Board of Education for Special

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Services School District and Vocational Technical School District of the County of Salem.

NOTE: Except as otherwise provided by law, regulations of the State Department of Education, or by this Board of Education, meetings of the Board of Education for SSSD and VTSD of the County of Salem will be conducted in accordance with Robert's Rules of Order. Revised Legal Reference: N.J.S.A.18A:11-1 General mandatory Powers and Duties.

- I. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the Board of School Estimate.**
It is recommended that the Board of Education approve the appointment of two Board members to the Board of School Estimate and approval of the appointment of an Alternate of the same.
- J. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the NJSBA Legislative Delegate and Alternate.**
It is recommended that the Board of Education approve the appointment of a Board member as the NJSBA Legislative Delegate and approval of the appointment of an Alternate to the same.
- K. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the SCSBA Executive Committee.**
It is recommended that the Board of Education approve the appointment of a Board member as the SCSBA Executive Committee Representative Delegate and approval of the appointment of an Alternate to the same.
- L. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the New Jersey Council of County Vocational Schools Representatives.**
It is recommended that the Board of Education approve the appointment of a Board member as the NJCCVS Representative and approval of the appointment of an Alternate to the same.
- M. It is Recommended that the Board of Education Grant Approval of Warrants between Board of Education Meetings for the 2018-2019 School Year.**
It is recommended that the Board of Education authorize the Business Administrator to pay any additional bills due and owing and make transfer of funds necessary between Board of Education meetings for the 2018-2019 school year for the Salem County Vocational Technical School District. A list of bills paid and transfers made will be provided at the next Regular Board of Education Meeting.

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N. Request and Recommendation by the Business Administrator that the Board of Education Approve Paying WEB.com by ACH Payment

It is requested by the Business Administrator that the Board of Education approve paying the SCVTS website provider, WEB.com, by ACH payment.

O. Request and Recommendation for Board of Education to Appoint School Professional Services, LLC, Frank Badessa, as Treasurer of School Monies for SCSSSD and SCVTS for the 2018-2019 School Year at a fee of \$7,500 to be allocated to each district (SCSSSD \$3,750 and SCVTS \$3,750). Any additional projects assigned will be at a rate of \$50 an hour.

It is recommended that the Board of Education appoint School Professional Services, LLC, Frank Badessa, as Treasurer of School Monies for SCSSSD and SCVTS for the 2018-2019 school year at a fee of \$7,500 to be allocated to each district (SCSSSD \$3,750 and SCVTS \$3,750). Any additional projects assigned will be at a rate of \$50 an hour.

P. Request and Recommendation by the Superintendent That The Board of Education Approve the Use of Indeed.com and NJ SchoolJobs.com as an Official Job Posting Sites for the 2018-19 School Year.

- a. Indeed.com cost is free.
- b. NJ School Jobs.com \$1000 for both districts.

Q. Request and Recommendation by the Business Administrator That The Board of Education Approve Comegno Law Group for Legal Services for the 2018-2019 School Year

It is requested by the Business Administrator that the Board of Education approve Comegno Law Group for legal services for the 2018-19 school year. The rates would be \$175 per hour for attorney legal services, \$85.00 per hour for paralegals, and \$850 for board meetings.

R. Request and Recommendation by the Business Administrator That The Board of Education Approve Garrison Architects as the Architects of Record for the 2018-2019 school year.

It is requested by the Business Administrator that the Board of Education approve Garrison Architects as the Architect of Record for the 2018-2019 School Year. Fee Schedule Attached.

S. Request and Recommendation by the Business Administrator That The Board of Education Approve E-Rate Services Agreement for the 2018-2019 School Year.

It is requested by the Business Administrator that the Board of Education approve E-Rate Services for the 2018-2019 School Year to perform certain services related to the Universal Service Administrative Company E-rate Funding Program application process designed for eligible education entities to

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receive discounts and/or reimbursements for eligible telecommunication for services and internet access. (contract attached)

T. Request and Recommendation by the Business Administrator That The Board of Education Approve PARS Environmental, Inc. to Complete Right to Know Survey and AHERA for the 2018-2019 School Year.

It is requested by the Business Administrator that the Board of Education approve PARS Environmental, Inc. to provide Professional Services to include New Jersey Right to Know, Public Employees Occupational Safety and Health Hazard Communication Standard and the Asbestos Hazard Emergency Response Act for the 2018-2019 School Year. (contract attached)

U. Request and Recommendation by the Business Administrator That The Board of Education Approve Delta Dental of New Jersey as Dental Carrier and AmeriHealth of New Jersey as Medical/Prescription Carrier for the 2018-2019 School Year.

It is requested by the Business Administrator that the Board of Education Approve Delta Dental of New Jersey as Dental Carrier and AmeriHealth of New Jersey as Medical/Prescription carrier for the 2018-2019 school year.

V. Request and Recommendation by the Business Administrator That The Board of Education Approve Ricoh Replacement Copiers for the Career Center for the 2018-2019 School Year.

It is requested by the Business Administrator that the Board of Education approve 2 Ricoh replacement copiers for the Career Center for the 2018-2019 school year at a cost of \$844.47 per month with a 48 month lease. See attachments.

W. Request and Recommendation by the Business Administrator That The Board of Education Approve School Breakfast and Lunch Pricing for the 2018-2019 School Year.

It is requested by the Business Administrator that the Board of Education approve school breakfast and lunch pricing for the 2018-2019 school year.
Breakfast \$2.25/Lunch \$3.50

X. Request and Recommendation by the Business Administrator That The Board of Education Approve Voided Check #33508 In The Amount of \$100.00 For Inspira Health Network And Check #34218 in the amount of \$30,400.00 to the County of Salem.

It is requested by the Business Administrator that the Board of Education approve voiding of the following checks:

Check #33508 in the amount of \$100.00 for Inspira Health Network. A new check will not be issued.

Check #34218 in the amount of \$30,400.00 to County of Salem. Purchase

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order and check will be reissued to County of Salem EMS Academy.

Y. Request and Recommendation by the Business Administrator That The Board of Education Approve the Donation of a Vehicle to The Auto Mechanic Program.

It is requested by the Business Administrator that the Board of Education approve the donation of a motor vehicle by Ms. Cindia Gredesky with a valuation of \$500. The vehicle will be used for training purposes and parts. This vehicle will not be registered or used on the road.

Z. Request and Recommendation by the Business Administrator That The Board of Education Approve the Following Information Technology License Agreements.

It is requested by the Business Administrator that the Board of Education approve the Information Technology License Agreements with the attached vendors for the amounts noted.

Action:	Approved_____	Disapproved _____	Held for Study_____
	Mr. James Davis _____		Mr. Earl Ransome _____
	Mr. Linwood Donelson III _____		Mrs. Patricia Bomba _____
	Mr. Daryl Halter _____		Ms. Margaret Nicolosi _____
			Mrs. Julie Smith _____

VIII. SUPERINTENDENT’S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT

A. New Business:

PERSONNEL:

1. Request and Recommendation of the Superintendent for Board of Education Approval of the Assistant Superintendent for the Salem County Special Services School District and the Salem County Vocational Technical School District Effective July 1, 2018.

It is recommended by the Superintendent that the Board of Education approve the approved contract from the Executive County Superintendent for Jennifer Bates as Assistant Superintendent for the Salem County Special Services School District and the Salem County Vocational Technical School District effective July 1, 2018 through June 30, 2019.

2. Request and Recommendation by the Superintendent for Board of Education to Approve Patricia Conroy as Confidential Business Office Assistant - District Office.

It is requested by the Superintendent that the Board of Education approve the employment of Patricia Conroy - Confidential Business Office Assistant - District Office at the salary of \$34,000, effective August 1, 2018.

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3. Request and Recommendation for Board of Education Approval of Academic Instructor 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 an additional academic instructor 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 instructor based on grant programmatic needs.

Academic Instructor - Justin Glenn

4. Request and Recommendation of the Superintendent for Board of Education Approval of the Cell Phone Allowance for District Staff for the 2018-2019 School Year.

It is recommended by the Superintendent that the following individuals be approved for cell phone allowances for the 2018-19 school year.

Julius Ensaurai - \$900

William Tomer \$900

5. Request and Recommendation for Board of Education Approval of SCVTS Certificated Staff to Provide Homebound Instruction for the 2018-2019 School Year at a Rate of \$30.00 per Hour.

It is recommended by the Superintendent that the Board of Education approve the SCVTS certificated staff to provide homebound instruction for the 2018-2019 school year at a rate of \$30.00 per hour, on an as needed basis as determined and scheduled by the CTHS principal. Timesheets are required. No other reimbursement shall be paid for homebound instruction other than the hourly rate approved by the Board for the actual hours of instruction.

6. Request and Recommendation by the Superintendent for Board of Education Approval for the Use of FMLA for Kacey Weber Instructor - Career and Technical High School.

It is requested by the Superintendent that the Board of Education approve the FMLA leave for Kacey Weber Instructor - Career and Technical High School beginning on or about June 29, 2018 until approximately September 7, 2018.

7. Request and Recommendation of the Superintendent for Board of Education Approval the Resignation of Wayne Data-Full Time Custodian.

It is requested by the Superintendent that the Board of Education approve with regret the resignation of Wayne Data, Full Time Custodian, effective June 13, 2018.

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8. Request and Recommendation of the Superintendent for Board of Education Approval the Voluntary Transfer of Marjorie Wentzell- CTHS Asst. Principal to Special Services School District.

It is requested by the Superintendent that the Board of Education approve of the voluntary transfer of Marjorie Wentzell-CTHS Asst. Principal to the Special Services School District, effective July 1, 2018.

9. Request and Recommendation to Approve Head Custodians (non-supervisory) for the 2018-2019 School Year.

It is recommended by the Superintendent that the Board of Education approve the Lawrence Crawford and Alvin Bass as head custodians (non-supervisory) for the 2018-2019 school year; one position for the a.m. shift and one position for the p.m. shift, with a stipend of \$1,500.00 each.

10. It is recommended that the Board of Education Grant Approval of Hiring Staff by the Superintendent Between Board of Education Meetings for the 2018-2019 School Year.

It is recommended that the Board of Education grant approval to the Superintendent to hire staff as needed throughout the school year to be reaffirmed by the Board of Education at the Board meeting immediately following the hiring.

Action:	Approved_____	Disapproved _____	Held for Study_____	
	Mr. James Davis	_____	Mr. Earl Ransome	_____
	Mr. Linwood Donelson III	_____	Mrs. Patricia Bomba	_____
	Mr. Daryl Halter	_____	Ms. Margaret Nicolosi	_____
			Mrs. Julie Smith	_____

PROGRAMS:

1. Request and Recommendation of the Superintendent for Board of Education Approval of the 2018-2019 Nursing Services Plan For the Vocational School District.

It is requested and recommended that the Board of Education approved the 2018-2019 Nursing Services Plan. The plan was reviewed and revised by the building nurses (Jane Smith, Anne Callens, Linda Shute, Karen Ingemi, and Rebecca Dorrell). Once reviewed the document was sent to the district physician (Care Associates of Salem County) for review and approval. Dr. Kevin Roberts and Dr. David Bauman approved the document on June 14, 2018. The doctors commented that the plan was great and asked where the nurses get their resources to stay up to date.

2. Request and Recommendation of the Superintendent for Board of Education Approval of the Annual Job Descriptions for the 2018-2019 School Year.

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It is the recommendation of the Superintendent for Board of Education approval of the annual job descriptions for the 2018-2019 school year.

3. Request and Recommendation for Board of Education Approval to Accept Funds 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 accept the funds 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

4. Request and Recommendation for Board of Education Approval to Apply for the FY2019 Individual Disabilities Education Act - Part B (IDEA-B) Grant in the amount of \$112,338.

It is recommended by the Superintendent that the Board of Education approve the Salem County Vocational Technical School District to apply for the FY2019 Individual Disabilities Education Act - Part B (IDEA - B) grant funds in the amount of \$112,338 for the budget period July 1, 2018 to June 30, 2019.

Action:	Approved_____	Disapproved_____	Held for Study_____
	Mr. James Davis	_____	Mr. Earl Ransome
	Mr. Linwood Donelson III	_____	Mrs. Patricia Bomba
	Mr. Daryl Halter	_____	Ms. Margaret Nicolosi
			Mrs. Julie Smith

**IX. BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORT-
SPECIAL SERVICES SCHOOL DISTRICT**

A. It is Recommended that the Board of Education Approve the Following Resolution - Appointments and Designation for Insurance Broker, Business Administrator, Qualified Purchasing Agent, Architect, Regulatory Services, Computer Financial Software License, Board Solicitor, School Physician, Board Secretary, Special Counsel for the 2018-2019 School Year.

1. Resolution authorizing the appointments for “professional services” for a one year term commencing July 1, 2018 through June 30, 2019.
 1. **Insurance Broker of Record**
Gloucester, Cumberland, Salem School District Joint Insurance Fund
 2. **Business Administrator**
Mr. John H. Bolil
 3. **Qualified Purchasing Agent**
Mr. John H. Bolil
 4. **Architect**
Garrison Architects
 5. **Regulatory Services**

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- PARS Environmental Services
- 6. Health Benefits of Records**
Brown & Brown
- 7. Computer Financial Software License**
Edumet Interactive System
- 8. Board Solicitor**
Mark Toscano of Comegno Law Group, P.C.
- 9. School Physician**
Christiana Care Health Services
- 10. Board Secretary**
Mr. John H. Bolil
- 11. Special Counsel**
McManimon, Scotland, & Bauman, L.L.C.
McCrosson & Stanton, L.L.C.
- 12. Computer Student Data Software**
RealTime
- 13. Policy and Regulation**
Strauss Esmay
- 14. Auditor**
Nightlinger, Colavita & Volpa

Action: Approved _____ Disapproved _____ Held for Study _____

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

B. It is Recommended that the Board of Education Approve the Depository of School Funds & Account Signatories for the 2018-2019 School Year.
"Fulton Bank of New Jersey"

Account	Fund	Title
#0006001777	Salary/Payroll Account	Board President, Board Secretary (One of two signatures required)
#0006001785	Agency Account	Board President, Board Secretary (One of two signatures required)
#0006001769	General Account	Board President*, Board Treasurer, Board Secretary Alternate: Board Vice President* (Two of three signatures required)
#0006014089	Salem County Special Services Account	Aflac Representatives (Two of three signatures required)

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	(Health-Aflac)	
#0006011543	Student Activity Account	Board Secretary, Superintendent (Two of two signatures required)
#0006009344	Gifts and Donations Account	Board President, Board Secretary (Two of two signatures required)

C. It is Recommended that the Board of Education Approve the following District Assignments of Staff for the 2018-2019 School Year.

It is recommended that the Board of Education approve the following appointment of district assignments:

Title	Personnel
Affirmative Action Officer	Frank H. Maurer, III and E. Jane Whittinghill
Asbestos Hazard Emergency Response Act (AHERA) Compliance Officer	John Carbonetta
Right-to-Know Compliance Officer	John Carbonetta
Public Agency Compliance Officer	John H. Bolil
Custodian of Records (except student records)	John R. Swain
Custodian of School Records	Dr. James D'Amato, James Helder, Shawn Rebman, E. Jane Whittinghill, Dr. Marjorie Wentzell
Section 504 Compliance Officer	Dr. Todd Slimm
Title IX Coordinator	Frank H. Maurer, III
ADA Coordinator	Frank H. Maurer, III
Chemical Hygiene Officer	Linda Shute, Jane Smith, Anne Callens, Karen Ingemi
Emergency Management Officer	Dr. James D'Amato, James Helder, Shawn Rebman, E. Jane Whittinghill, Dr. Marjorie Wentzell
Integrated Pest Management	John Carbonetta

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Coordinator	
Anti-Bullying Coordinator	Frank H. Maurer, III and E. Jane Whittinghill
Cooperative Education Instructor/Coordinator, Structured Learning Environment	Michael Pavesi, Oliver Avis
Homeless Children Officer	Dr. James D’Amato, James Helder, Shawn Rebman, E. Jane Whittinghill, Dr. Marjorie Wentzell
Child Abuse Liaison	Dr. James D’Amato, James Helder, Shawn Rebman, E. Jane Whittinghill, Dr. Marjorie Wentzell
Drug Free School Zone Liaison	Dr. James D’Amato, James Helder, Shawn Rebman, E. Jane Whittinghill, Dr. Marjorie Wentzell
Issuance Officer for Working Papers	Dr. James D’Amato, James Helder, Shawn Rebman, E. Jane Whittinghill, Dr. Marjorie Wentzell
Gifted and Talented Liaison	Dr. E. Jane Whittinghill
Special Education Coordinator	Dr. Todd Slimm
Technology Supervisor/ LEA PARCC IT Contact	Harry Rodriguez
State Testing Coordinator	Dr. Jennifer Bates
District Education Stability Liaison	Dr. Todd Slimm
Bilingual/ESL Point of Contact	Christian Miguel/Sol Flores
School Nurse	Linda Shute, Jane Smith, Anne Callens, Karen Ingemi
Food Service Director	Roland Carter
District Organizational Chart	Attachment
Anti-Bullying Specialist	John Bilinski, Maureen, Lewis, Dr. Karen Stallings, Stacy Lockwood, Christopher Jones
School Safety Specialist	Frank Maurer, Dr. Marjorie Wentzell

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D. It is Recommended that the Board of Education Approve the Petty Cash Usage at the Following Campuses for the Stated Amounts for the 2018-2019 School Year.

It is recommended that the Board of Education approve the Petty Cash funds for the 2018-2019 school year as follows:

Campus	Amount
Daretown	\$200.00
Cumberland	\$200.00
Related Services	\$200.00
Early Intervention Program	\$200.00 (\$100.00 postage/\$100.00 Petty Cash)
Regional Day School/Salem	\$200.00

E. It is Recommended that the Board of Education Approve the South Jersey Times as the Official Newspaper for the 2018-2019 School Year.

c. South Jersey Times

F. It is Recommended that the Board of Education Approve the Use of Indeed.com and NJ SchoolJobs.com as an Official Job Posting Sites for the 2018-19 School Year.

d. Indeed.com cost is free.

e. NJ School Jobs.com \$1000 for both districts.

G. It is Recommended that the Board of Education Approve the following Regular Meeting Dates of the Board of Education for the 2018-2019 School Year.

July 25, 2018	January 22, 2019
August 28, 2018	February 26, 2019
September 25, 2018	March 26, 2019
October 16, 2018**	April 16, 2019**
November 20, 2018**	May 7, 2019***
December 18, 2018**	June 11, 2019***
	July 2, 2019 (Reorg)

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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- f. 7:00 p.m. in the Conference Room at the Vocational Technical School located at 880 Route 45, Woodstown, NJ.
- g. **Third Tuesday
- h. ***Second Tuesday

H. It is Recommended that the Board of Education Approve the Following Policy Statements for the 2018-2019 School Year.

It is recommended that the organized Board of Education accept and reaffirm the previous curriculum and textbooks, policies (including pupil records), practices, salary guides, and procedures of the Board of Education for Special Services School District and Vocational Technical School District of the County of Salem. NOTE: Except as otherwise provided by law, regulations of the State Department of Education, or by this Board of Education, meetings of the Board of Education for SSSD and VTSD of the County of Salem will be conducted in accordance with Robert's Rules of Order. Revised Legal Reference: N.J.S.A.18A:11-1 General mandatory Powers and Duties.

I. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the Board of School Estimate.

It is recommended that the Board of Education approve the appointment of two Board members to the Board of School Estimate and approval of the appointment of an Alternate of the same.

J. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the NJSBA Legislative Delegate and Alternate.

It is recommended that the Board of Education approve the appointment of a Board member as the NJSBA Legislative Delegate and approval of the appointment of an Alternate to the same.

K. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the SCSBA Executive Committee.

It is recommended that the Board of Education approve the appointment of a Board member as the SCSBA Executive Committee Representative Delegate and approval of the appointment of an Alternate to the same.

L. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the New Jersey Council of County Special Services Schools Representatives.

It is recommended that the Board of Education approve the appointment of a Board member as the NJCCSSS Representative and approval of the appointment of an Alternate to the same.

M. It is Recommended that the Board of Education Grant Approval of Warrants between Board of Education Meetings for the 2018-2019 School Year.

It is recommended that the Board of Education authorize the Business Administrator to pay any additional bills due and owing and make transfer of

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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funds necessary between Board of Education meetings for the 2018-2019 school year for the Salem County Special Services School District. A list of bills paid and transfers made will be provided at the next Regular Board of Education Meeting.

- N. Request and Recommendation for Board of Education to Appoint School Professional Services, LLC, Frank Badessa, as Treasurer of School Monies for SCSSSD and SCVTS for the 2018-2019 School Year at a fee of \$7,500 to be allocated to each district (SCSSSD \$3,750 and SCVTS \$3,750). Any additional projects assigned will be at a rate of \$50 an hour.**
- O. Request and Recommendation by the Business Administrator for Board of Education Approval of the GCSSSD Transportation Contracts**
It is recommended that the Board of Education approve the GCSSSD Transportation Contracts provided for transportation services for the Extended School year and the 2018-2019 school year.
- P. Request and Recommendation by the Business Administrator That The Board of Education Approve Comegno Law Group for Legal Services for the 2018-2019 School Year** It is requested by the Business Administrator that the Board of Education approve Comegno Law Group for legal services for the 2018-19 school year. The rates would be \$175 per hour for attorney legal services, \$85.00 per hour for paralegals, and \$850 for board meetings.
- Q. Request and Recommendation by the Business Administrator That The Board of Education Approve PARS Environmental, Inc. to Complete Right to Know Survey and AHERA for the 2018-2019 School Year.** It is requested by the Business Administrator that the Board of Education approve PARS Environmental, Inc. to provide Professional Services to include New Jersey Right to Know, Public Employees Occupational Safety and Health Hazard Communication Standard and the Asbestos Hazard Emergency Response Act for the 2018-2019 School Year. (contract attached)
- R. Request and Recommendation by the Business Administrator That The Board of Education Approve Garrison Architects as the Architects of Record for the 2018-2019 school year.** It is requested by the Business Administrator that the Board of Education approve Garrison Architects as the Architect of Record for the 2018-2019 School Year. Fee schedule attached.
- S. Request and Recommendation by the Business Administrator That The Board of Education Approve E-Rate Services Agreement for the 2019-2020 School Year.** It is requested by the Business Administrator that the Board of Education approve E-Rate Services for the 2019-2020 School Year to perform certain services related to the Universal Service Administrative Company E-rate Funding Program application process designed for eligible education entities to

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receive discounts and/or reimbursements for eligible telecommunication for services and internet access. (see attached)

Action:	Approved _____	Disapproved _____	Held for Study _____
Mr. James Davis	_____	Mr. Earl Ransome	_____
Mr. Linwood Donelson III	_____	Mrs. Patricia Bomba	_____
Mr. Daryl Halter	_____	Ms. Margaret Nicolosi	_____
		Mrs. Julie Smith	_____

X. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

**A. New Business:
PERSONNEL:**

1. Request and Recommendation of the Superintendent for Board of Education Approval of Employment of Marjorie Wentzell as Principal-Cumberland Campus.

It is requested by the Superintendent that the Board of Education approve of the employment, from voluntary transfer of the Vocational District, Marjorie Wentzell as principal of the Cumberland Campus, effective July 1, 2018 at the salary of \$95,000.

2. Request and Recommendation of the Superintendent for Board of Education Approval of the Business Administrator/Board Secretary for the Salem County Special Services School District and the Salem County Vocational Technical School District Effective July 1, 2018.

It is recommended by the Superintendent that the Board of Education approve the approved contract from the Executive County Superintendent for John Bolil as Business Administrator/Board Secretary for the Salem County Special Services School District and the Salem County Vocational Technical School District effective July 1, 2018 through June 30, 2019.

3. Request and Recommendation of the Superintendent for Board of Education Approval of Voluntary Transfer of John Bilinski from Cumberland Campus - Health/PE Instructor to Salem Campus - Health/PE Instructor.

It is requested by the Superintendent that the Board of Education approve of voluntary transfer of John Bilinski from Cumberland Campus - Health/PE Instructor to Salem Campus - Health/PE Instructor, effective September 1, 2018.

4. Request and Recommendation of the Superintendent for Board of Education Approval of Voluntary Transfer of Michael Costello from Salem Campus - Health/PE Instructor to Cumberland Campus - Health/PE Instructor.

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It is requested by the Superintendent that the Board of Education approve of voluntary transfer of Michael Costello from Salem Campus - Health/PE Instructor to Cumberland Campus - Health/PE Instructor, effective September 1, 2018.

5. Request and Recommendation of the Superintendent for Board of Education Approval of Voluntary Transfer of Carrie Bermudez from Cumberland Campus - Instructor to Upper Pittsgrove Campus - Instructor.

It is requested by the Superintendent that the Board of Education approve of voluntary transfer of Carrie Bermudez from Cumberland Campus - Instructor to Upper Pittsgrove Campus - Instructor, effective September 1, 2018.

6. Request and Recommendation of the Superintendent for Board of Education Approval of Voluntary Transfer of Carrie Bermudez from Cumberland Campus - Instructor to Upper Pittsgrove Campus - Instructor for the ESY Program.

It is requested by the Superintendent that the Board of Education approve of voluntary transfer of Carrie Bermudez from Cumberland Campus - Instructor to Salem Campus - Instructor for the ESY Program, effective July 9, 2018.

7. Request and Recommendation of the Superintendent for Board of Education Approval of the Resignation of Dr. Todd Hackett-Slimm - Cumberland Principal.

It is requested by the Superintendent that the Board of Education approve the resignation of Dr. Todd Hackett-Slimm, Cumberland Principal, effective June 30, 2018.

8. Request and Recommendation of the Superintendent for Board of Education Approval the Employment of Dr. Todd Hackett-Slimm-Part-Time Child Study Team Director.

It is requested by the Superintendent that the Board of Education approve part time employment, 50%, of Dr. Todd Hackett-Slimm, Child Study Team Director, effective August 1, 2018, at the rate of \$61,200.

9. Request and Recommendation by the Superintendent for Board of Education to Approve Leah Davino as Paraprofessional - Cumberland Campus.

It is requested by the Superintendent that the Board of Education approve the employment of Leah Davino Paraprofessional - Cumberland Campus at the salary of \$18,234 IA-4, effective September 1, 2018.

10. Request and Recommendation by the Superintendent for Board of Education to Approve April Shimp as Paraprofessional - Cumberland Campus.

It is requested by the Superintendent that the Board of Education approve the employment of April Shimp Paraprofessional - Cumberland Campus at the salary of \$18,034 IA-2, effective September 1, 2018.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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11. Request and Recommendation by the Superintendent for Board of Education to Approve Erin Sharp as Paraprofessional - Cumberland Campus.

It is requested by the Superintendent that the Board of Education approve the employment of Erin Sharp Paraprofessional - Cumberland Campus at the salary of \$18,234 IA-4, effective September 1, 2018.

12. Request and Recommendation of the Superintendent for Board of Education Approval of the Resignation of Chelsea Fagely-Salem Campus Instructor.

It is requested by the Superintendent that the Board of Education approve the resignation of Chelsea Fagely, Salem Campus-Instructor, effective June 30, 2018.

13. Request and Recommendation of the Superintendent for Board of Education Approval the Termination of Veronica Weber - Cumberland Campus Paraprofessional.

It is requested by the Superintendent that the Board of Education approve the termination of Veronica Weber, Cumberland Campus-Paraprofessional, effective June 30, 2018.

14. It is recommended that the Board of Education Grant Approval of Hiring Staff by the Superintendent Between Board of Education Meetings for the 2018-2019 School Year.

It is recommended that the Board of Education grant approval to the Superintendent to hire staff as needed throughout the school year to be reaffirmed by the Board of Education at the Board meeting immediately following the hiring.

15. Request and Recommendation for Board of Education Approval of the following staff for the 2018 Extended School Year Programs. Dates, rates and terms have been previously approved

It is recommended by the Superintendent that the Board of Education approve the employment of the staff required for the 2018 Extended School Year Program at the Cumberland and Salem Campuses.

Name	Position	Salary
Erin Sharp	Cumberland Paraprofessional	\$150/diem
Jonathan Zoccola	Maintenance	\$8.60/hour
Cheito Cartagena	Maintenance	\$8.60/hour

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Abigail Friant	Cumberland Paraprofessional	\$150/diem
Leah Davino	Cumberland Paraprofessional	\$150/diem
April Shimp	Cumberland Paraprofessional	\$150/diem
Allison Thum	Salem Paraprofessional	\$150/diem

Action: Approved____ Disapproved _____ Held for Study_____

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

PROGRAMS

- 1. Request and Recommendation for Board of Education Approval of the 2018-2019 Nursing Services Plan For the Special Services School District.**
It is requested and recommended that the Board of Education approved the 2018-2019 Nursing Services Plan. The plan was reviewed and revised by the building nurses (Jane Smith, Anne Callens, Linda Shute, Karen Ingemi, and Rebecca Dorrell). Once reviewed the document was sent to the district physician (Care Associates of Salem County) for review and approval. Dr. Kevin Roberts and Dr. David Bauman approved the document on June 14, 2018. The doctors commented that the plan was great and asked where the nurses get their resources to stay up to date.
- 2. Request and Recommendation of the Superintendent for Board of Education Approval for Professional Development for Lucia Ingraldi.**
It is recommended by the Superintendent to approve the professional development for Lucia Ingraldi for Inclusion through Yoga & Strategies for Self Regulation. This was an online webinar at the cost of \$159.99.
- 3. Request and Recommendation of the Superintendent for Board of Education Approval of the Cell Phone Allowance for District Staff for the 2018-2019 School Year.**
It is recommended by the Superintendent that the following individuals be approved for cell phone allowances for the 2018-19 school year.
Harry Rodriguez - \$900

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4. Request and Recommendation of the Superintendent for Board of Education Approval of the Annual Job Descriptions for the 2018-2019 School Year.

It is the recommendation of the Superintendent for Board of Education approval of the annual job descriptions for the 2018-2019 school year.

5. Request and Recommendation for Board of Education Approval of the ESY Field Trip Requests for the Months of June, July and August.

It is recommended by the Superintendent that the Board of Education approve the following field trips for the 2017 ESY Program.

Site	Date of trip	Destination of trip	Cost of trip	Bus Cost	Contracted Bus Cost
Daretown	7/11/18	Daretown Lake	\$0	\$40	\$207
Cumberland	7/12/18	Salem Community College	\$91	\$55	
Salem	7/12/18	Franklin Institute	\$2,347	\$420	\$1,110
Cumberland	7/17/18	Regal Movies, Vineland	\$51	\$300	\$472
Cumberland	7/18/18	Dream Park	\$0	\$45	
Cumberland	7/18/18	Bridgeton Splash Park	\$125	\$300	\$325
Daretown	7/18/18	AMC Deptford/Chick Fil A	\$176	\$163	\$325
Cumberland	7/19/18	Fortesque Beach/Wendy's	\$0	\$55	
Salem	7/19/18	AMC Deptford/Wendys	\$772	\$420	\$1,110
Cumberland	7/24/18	Funny Farm	\$0	\$55	
Cumberland	7/24/18	A. Aquarium	\$400	\$300	\$3,894
Daretown	7/25/18	Wilmington Blue Rocks	\$330	\$163	\$325
Cumberland	7/26/18	B.Zoo, Wendy's	\$0	\$55	
Salem	7/26/18	Sahara Sams	\$2,295	\$420	\$1,110
Cumberland	7/30/18	O.C. boardwalk	\$0	\$50	

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Cumberland	7/31/18	Regal Movies, Vineland	\$10	\$45	
Cumberland	7/31/18	Fasola Park, Deptford	\$0	\$300	\$325
Cumberland	8/1/18	Bridgeton Splash Pad	\$125	\$300	\$266
Daretown	8/1/18	Woodlanes/Wend ys	\$108	\$113	\$266
Cumberland	8/2/18	Soupy Island	\$0	\$65	
Salem	8/2/18	Woodlanes/McDo nalds	\$350	\$420	\$1,110

Action: Approved____ Disapproved _____ Held for Study_____

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

XI. 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.

XII. 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,

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

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

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

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

- 4. Matters concerning negotiations, and specifically:

- 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:

- 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.

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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. Moffett _____
Mr. Donelson III _____ Ms. Nicolosi _____
Mr. Halter _____ Mr. Ransome _____
Abstain: _____ Opposed: _____
Abstain: _____ Opposed: _____

RESUMPTION OF PUBLIC PORTION OF THE MEETING

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

ADJOURNMENT

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