

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

Regular Board of Education Meeting
880 Route 45, Woodstown, NJ 08098
Tuesday, August 28, 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 the 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	_____	Ms. Patty Bomba	_____
Mr. Daryl Halter	_____	Ms. Margaret Nicolosi	_____
Mrs. Julie Smith	_____		

IV. MINUTES

It is recommended that the Board of Education approve the July 10, 2018 Reorganization Minutes of the Board of Education Meeting.

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

Abstain: _____ Opposed: _____

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B. Acceptance of Agenda Addenda Items SCSSSD

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

VI. AUDIENCE PARTICIPATION I

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

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

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

VII. BOARD OF EDUCATION BUSINESS

- A. Old Business-Confirm actions of the last Board Meeting held July 24, 2018**
- B. New Business-Board Goals 2018-2019 (BOE will create)**
- C. Correspondence- Thank You Note - REAL LIFE Academy**
- D. Presentations**
 1. District Goals 2018-2019 - Mr. Swain
 2. Transition Coordinator - Jim Helder

**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 May and June 2018. 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.

_____ August 28, 2018
Business Administrator/Board Secretary Date

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B. Reconciliation of Cash for School Funds Report

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

C. Board Secretary Certification

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

D. Board of Education Certification

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

E. Transfer of Funds

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

F. Warrants

It is recommended that the Board of Education approve the following payments totaling \$1,070,888.10 (Part 1) (Part 2)

- Board Payment Approval List ending June 19, 2018 - \$7,994.74
- Detailed Check Register ending July 31, 2018 - \$518,641.38
- Detailed Check Register ending August 8, 2018 - 343,756.04
- Detailed Check Register ending August 9, 2018 - \$1,353.41
- Detailed Check Register ending August 21, 2018 - 199,142.53

Action: Approved____ Disapproved____ Held for Study____
Motion by: _____
Second by: _____
In Favor: _____
Abstain: _____ Opposed: _____

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G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation by the Business Administrator for Board of Education Approval for GCSSD Transportation Services

It is recommended that the Board of Education approve the following GCSSD Transportation Services:

School Related Activity Student Transportation Services:

Y1326A, Y1326B, Y1326C, Y1326D, Y1326E, Y1327A, Y1327B, Y1327C, Y1327D, Y1328A, Y1328B, Y1328C, Y1328D, Y1328E, Y1328F, Y1328G, Y1328H, Y1430, Y1433, Y1434 (Y1430, Y1433, & Y1434 are for 21st CCLC)

2. Request and Recommendation by the Business Administrator for Board of Education Approval for Write-offs for the TLC Program.

It is recommended that the Board of Education approve the attached list of write-offs from the TLC Program totaling \$5,607.00

3. Request and Recommendation by the Business Administrator for Board of Education Approval of the attached Resolution to change signatories for accounts at Fulton Bank of New Jersey.

It is recommended that the Board of Education approve the attached resolution changing the approved signatories on district bank accounts held at Fulton Bank of New Jersey.

4. Request and Recommendation by the Business Administrator for Board of Education Approval of the attached Consultant Agreement with Woodstown Physical Therapy.

It is recommended that the Board of Education approve the attached Consultant Agreement with Woodstown Physical Therapy to provide athletic trainer services for students during the 2018/19 school year.

5. Request and Recommendation by the Business Administrator for Board of Education Approval of the attached Substitute Placement Agreement with Insight Workforce Solutions.

It is recommended that the Board of Education approve the attached Substitute Placement Agreement with Insight workforce Solutions LLC to provide substitute staff during the 2018/19 school year, beginning in October.

6. Request and recommendation for Board of Education Approval to Advertise and Receive Requests for Proposals for Evaluation Services for the 21st Century Community Learning Centers Program Grant for the 2018-2019 school year.

It is recommended by the Business Administrator that the Board of Education approve a request to prepare and advertise a Request for Proposal for a Consultant to provide evaluation services, as needed, with a focus on data collection, monthly reports, and compiling mid-year, as well as end of the year reports for 2018-2019 School Year to be paid from 21st CCLC grant funds.

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HOSA Advisor	Lisa Hartsough	\$1,550.00
Honor Society Advisor	Nicole Pham	\$1,550.00
Yearbook Advisor	Leo Maisey	\$1,550.00
Skills USA Advisor	Mark Kasubinski	\$1,550.00
TLC Advisor	Tracy Foster	\$1,550.00
Student Government Advisor (All Class)	Elizabeth Bernat-Duaime	\$1,550.00
Boy's Cross Country Coach	Matt DiTizio	\$3,000.00
Girl's Cross Country Coach	Kimberly Kraky	\$3,000.00
Girl's Volleyball Coach	Lindsey Doran	\$3,000.00
Girl's Volleyball Assistant Coach	Joseph Rojas	\$1,500.00
Girl's Volleyball Assistant Coach	Cody Doran	\$1,500.00
Athletic Director	James Helder	\$5,000.00
Sports Physicals	Rebecca Dorrell	\$30/hr

2. Request and Recommendation of the Superintendent for Board of Education Approval of the Transfer of Susan Costello

It is recommended by the Superintendent that the Board of Education approve the transfer of Susan Costello Confidential Business Office Assistant - Accounts Payable (Special Services) to Confidential Business Office Assistant - Secretary to BA (Vo-Tech), effective August 1,2018.

3. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Tracy Foster - Director of Student Services - CTHS

It is recommended by the Superintendent that the Board of Education approve the employment of Tracy Foster as Director of Student Services - CTHS at the salary of \$80,000, effective August 13, 2018.

4. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Lisa McClintock - Supervisor of Instruction and Grants

It is recommended by the Superintendent that the Board of Education approve the employment of Supervisor of Instruction and Grants at the salary of \$77,000, effective August 15, 2018. Mrs. McClintock's salary will be fully funded through the 21st CCLC Grant.

5. Request and Recommendation of the Superintendent for Board of Education Approval of Stephanie Hoffman, CTHS Welding Instructor as the Part-Time Welding Instructor for the Adult Education Evening Program.

It is the request of the Superintendent that the Board of Education approve the employment of Stephanie Hoffman, CTHS Welding Instructor and the part-time

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Welding Instructor for the Adult Education evening program from September 17, 2018 to November 6, 2018 at the rate of \$31.00 per hour. Timesheets are required.

6. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Arianna Heins - Maternity Leave English Instructor.

It is recommended by the Superintendent that the Board of Education approve the employment of Arianna Heins Maternity Leave English Instructor at the salary of \$85 per day until 20 days then \$51,991 BA-1 prorated., effective September 1, 2018.

7. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Roxanne Boleslawski - Maternity Leave Guidance.

It is recommended by the Superintendent that the Board of Education approve the employment of Roxanne Boleslawski Maternity Leave Guidance at the salary of \$85 per day until 20 days then \$54,499 MA-1 prorated., effective September 1, 2018.

8. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Lisa Piccioni - Child Care and Early Childhood Development

It is recommended by the Superintendent that the Board of Education approve the employment of Lisa Piccioni - Child Care and Early Childhood Development At the rate of \$56,399 MA-6 prorated, effective September 1, 2018.

9. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Michael Allen.

It is recommended by the Superintendent that the Board of Education approve the employment of Michael Allen Information Technology Supervisor at the prorated salary of \$60,000, effective August 28, 2018.

10. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Michael Davis.

It is recommended by the Superintendent that the Board of Education approve the employment of Michael Davis AFJROTC Instructor at the salary of \$65,000, effective September 1, 2018.

11. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Dennis Jones.

It is recommended by the Superintendent that the Board of Education approve the employment of Dennis Jones PT Student Custodian at the salary of \$8.60/hour, effective July 1, 2018.

12. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Edmund Borden.

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It is recommended by the Superintendent that the Board of Education approve the employment of Edmund Borden Full Time Custodian at the salary of \$22,987.00 Level III-1 prorated, effective September 1, 2018.

13. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Adam Seykot.

It is recommended by the Superintendent that the Board of Education approve the employment of Adam Seykot Part Time Custodian at the salary of \$11.79/hour PT-1, effective September 1, 2018.

14. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Andrew DeDominico.

It is recommended by the Superintendent that the Board of Education approve the employment of Andrew DeDominico Part Time Custodian at the salary of \$11.79/hour PT-1, effective September 1, 2018.

15. Request and Recommendation of the Superintendent for Board of Education Approval of Melissa Weber Adjunct Bus Driver.

It is recommended by the Superintendent that the Board of Education approve the transfer of Approval of Melissa Weber, Adjunct Bus Driver at \$25/hour, effective September 1, 2018.

16. Request and Recommendation for Board of Education Approval of the Elementary and Secondary Education Act (ESEA), Title I, Part A funding for the following staff for the 2018-19 school year.

It is recommended by the Superintendent that the Board of Education approve Career and Technical High School staff to be funded through the ESEA, Title I, Part A grant. The staff and their salary percentages are listed below.

Staff	Assignment	Funding Source	Percentage of Time
Nicole Kopp	CTHS - Math Title I Applied Algebra II	Title IA - not to exceed \$6,912	12.5% (full time staff)
Jessica Crim	CTHS- Mathematics Support Pull Out	Title IA - not to exceed \$13,400	25.0% (full time staff)
Kacey Weber	CTHS - ELA Support	Title IA - not to exceed \$13,850	25.0% (full time staff)

17. Request and Recommendation for Board of Education Approval of the 21st Century Community Learning Center (21st CCLC) funding for the following staff for the 2018-19 school year at the Penns Grove Site.

It is recommended by the Superintendent that the Board of Education approve Penns Grove Regional School District staff to be funded through the 21st CCLC grant. The staff and their salary percentages are listed below.

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Staff	Funding Source	Salary
Leslie Cottman Megan Meiler Lisa Peeke Alex Snyder Lori DiPatri Michael Evernham John Emel Vince Kennedy Mike Schaffer George Rhea Cristina Donofrio Joel Rudderow Ashlee Jones Lucia Trimmer Denise Johnson Jason Brice Elise Storms Vanessa Cloud Kenneth Rafter Anthony Sinigaglio Andrae Ames Jim Marone Laura Contarino Stephen Keane Ryan Keane Lisa Beals Denise Buff Barbara Cleaves Patricia Gant John Mullarkey	21st CCLC Grant	\$30.00 instructor hourly
Shawna Blickle Nick Simmens Sam Ridgeway Herbert Woodard Karen Bundy Sonia Bermudez Jeffrey Ledbetter	21st CCLC Grant	\$12.50 IA hourly
Leslie Cottman	21st CCLC Grant	\$30.00 nurse hourly
Kathryn Williams	21st CCLC Grant	\$12.50 secretary hourly

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Robert Fitzpatrick Cameron Baynes Anwar Golden (sub) Kerry Heathewaite (sub) Jeannette Jackson (sub)	21st CCLC Grant	\$35.00 site coordinator hourly
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18. Request and Recommendation for Board of Education Approval of an Athletic Event Supervision Coverage Fee for the 2018-2019 School year.

It is recommended by the Superintendent that the Board of Education grant approval for an athletic event supervision coverage fee of \$75.00 per event for the 2018-2019 school year. Athletic supervision must be provided for athletic competitions by a staff member in possession of a NJ Principal Certificate. The responsibilities of supervision include safety and security of athletes, coaches, officials and spectators as well as administrative oversight. In the event of injury or incident the administrator will coordinate with the athletic trainer to ensure an incident report is documented and filed. If an SCVTS administrator is not available the coverage will then be offered to an administrator in the SCSSSD.

19. Request and Recommendation of the Superintendent for Board of Education Approval to Accept the FMLA Request of Katherine Belutty - Guidance Counselor - CTHS.

It is recommended by the Superintendent that the Board of Education accept the FMLA request for Katherine Belutty - Guidance Counselor - CTHS beginning on or about September 1, 2018 and ending on or about January 31, 2019

20. Request and Recommendation of the Superintendent for Board of Education Approval of the Resignation of Patricia Conroy.

It is recommended by the Superintendent that the Board of Education approve the resignation of Patricia Conroy, Confidential Business Office Assistant to the Business Administrator, effective August 8, 2018.

21. Request and Recommendation of the Superintendent for Board of Education Approval of the Resignation of William Tomer.

It is recommended by the Superintendent that the Board of Education approve the resignation of William Tomer - IT Technician, effective August 31, 2018.

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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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
<i>Certification and Benefit Issuance Process Workshop, Hamilton, NJ, August 22, 2018</i>	Kaitlin DeRosa	\$41.42 mileage	\$41.42 mileage
Darrell Andrews <i>School Climate and Environment-Engaging Students as Learners</i> September 4, 2018	CTHS Staff	\$3000	\$3000 (ESEA Title IIA)
Advanced LACES Training Rowan College of Gloucester County, Sewell, NJ September 11, 2018	Maria Alleva Angel Brown Ody Perez Sonya Saul Annette Vargas Rosemma Ward Jessica Watson	\$13.88 mileage	\$97.16 mileage (WIOA Title II Grant)
Advanced LACES Training Middlesex Fire Academy, Sayerville, NJ September 13, 2018	Danielle Bailey Marielena Martinez	\$58.40 mileage \$10.00 tolls	\$136.80 mileage/tolls (WIOA Title II Grant)
Beginners LACES Training, NLJWD Building, Trenton, NJ September 14, 2018	Marielina Martinez Annette Vargas	\$42.78 mileage	\$85.56mileage (WIOA Title II Grant)

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PROGRAMS:

- 1. Request and Recommendation for Board of Education Approval of the School District Safety and Health Plan for Career and Technical Education Programs as Required for Perkins Funds for the 2018-2019 School Year.**

It is recommended by the Superintendent that the Board of Education approve the School District Safety and Health Plan for Career and Technical Education programs as required for Perkins funds. This plan outlines the safety and health program the district utilizes to protect students and staff from safety and health risks on and off-site for our hazardous occupation Career and Technical Education programs.

- 2. It is recommended by the Superintendent by the Superintendent that the Board of Education approve the 2018-2019 Professional Development Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.**

It is recommended by the Superintendent that the Board of Education approve the 2018-2019 Professional Development Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.

Mandatory professional development requirements for particular groups of educators are specified in New Jersey statute and regulation. The Plan has been developed in accordance with these statutes and regulations.

- 3. Request and Recommendation for Board of Education Approval of the 2018-2019 District Mentoring Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.**

It is recommended by the Superintendent that the Board of Education approve the 2018-2019 District Mentoring Plan. The plan has been developed in accordance with all mentoring program regulations for novice teachers (those new to the profession and serving under a provisional certificate) and experienced teachers new to a district as specified in N.J.A.C. 6A:9:8.4. Individual 1-1 mentoring is required for novice teachers. In addition, all non-tenured first-year teachers must receive individualized support developed collaboratively with the supervisor and aligned with state standards and school/district expectations for teacher effectiveness.

- 4. Request and Recommendation for Board of Education Approval to Utilize the Achieve NJ Danielson/MPPR Tool for Staff Evaluations for the 2018-2019 School Year.**

It is recommended by the Superintendent that the Board of Education approve the Achieve NJ Danielson/MPPR Tool to be used for staff evaluations for the 2018-2019 school year in accordance with Policy 3222.

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5. Request and Recommendation for Board of Education Approval of all SCVTS and Academy Educational Curriculum for the 2018-2019 School Year.

It is recommended by the Superintendent that the Board of Education approve all SCVTS and Academy educational curriculum for the 2018-2019 school year.

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

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

7. Request and Recommendation for Board of Education Approval of a Professional Membership in the Gloucester Salem Principals Association in the amount of \$100 for the 2018-2019 School Year.

It is recommended by the Superintendent that the Board of Education approve to pay for a professional membership in the Gloucester Salem Principal's Association of \$100 for Jason Helder, Principal of the Career and Technical High School for the 2018-2019 school year. The association meets monthly as a Professional Learning Community sharing best practices and working with representatives from the Department of Education. By negotiated contract Mr. Helder is entitled up to \$1,000.00 in professional membership fees.

8. Request and Recommendation for Board of Education Approval of Structured Learning Experiences for the 2018-2019 School Year.

It is recommended by the Superintendent that the Board of Education approve Structured Learning Experiences (SLE) for qualifying high school students who elect to participate in a Structured Learning Experience. SLE's may include but are not limited to apprenticeships, internships, job shadowing, cooperative education, school-based enterprises, volunteer activities, or supervised agricultural experiences. Students may be issued course credits based on their Student Personalized Training Plan and successful completion of course goals. All SLE's must adhere to applicable state and federal child labor laws and other rules of the State Departments of Education and Labor.

9. Request and Recommendation for Board of Education Approval to Utilize Option ii Graduation Standards for Students in the AFJROTC Program for the 2018-2019 School Year.

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

10. Request and Recommendation for Board of Education Approval to Utilize Option ii Graduation Standards to Offer the Transcription of Applied Technical Math or Applied Technical Science of Financial Literacy Credits for Shared Time Students Enrolled at the Career and Technical High School for the 2018-2019 School Year.

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

11. Request and Recommendation for Board of Education Approval of the First Reading for the Following Textbook at the Career and Technical High School for the 2018 – 2019 School Year.

It is recommended by the Superintendent that the Board of Education grant approval of the first reading of the following textbooks for use at the Career and Technical High School for the 2018-2019 school year. The textbooks are available in the Board Conference Room for review. Readability studies have been completed and reviewed in accordance with the Affirmative Action Policy.

Textbooks	Class/Program	ISBN
Go! With Microsoft Office 2016: Pearson 2017	Computer Applications	978-0-13-432077-9

12. Request and Recommendation for Board of Education Approval of the Second Reading and Purchase for the Following Textbooks at the Career and Technical High School and Adult Education Programs for the 2018 – 2019 School Year.

It is recommended by the Superintendent that the Board of Education grant approval of the second reading and purchase of the following textbooks for use at the Career and Technical High School for the 2018-2019 school year. The textbooks are available in the Board Conference Room for review. Readability studies have been completed and reviewed in accordance with the Affirmative Action Policy.

Textbooks	Class/Program	ISBN
College Algebra 10E: Cengage Learning 2017	Mathematics - College Algebra	978-1-337-28229-1
PreCalculus with Limits: Cengage Learning 2014	Mathematics - PreCalculus	978-1-285-05943-3

13. Request and Recommendation for Board of Education Approval of Adult Post-Secondary Program Offerings and Tuition Costs Beginning September 2018.

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It is recommended by the Superintendent that the Board of Education grant approval of Adult Post-Secondary Program Offerings and Tuition Costs beginning September 1, 2018. Programs will formally incorporate workplace readiness skills and assessments.

CTE Post-Secondary Program	Program Hours	Cost*
Patient Care Technician (includes mandatory externship)	200	\$3,375
Medical Assistant (includes mandatory externship)	360	\$3,625
Certified Nurse Aide in Long Term Care Facilities (includes mandatory externship)	90	\$1,525
Long Term Care Specialist (CNA + HHA) (includes mandatory externship)	100	\$1,850
Cosmetology	1200	\$8,400
BLS Certification (American Heart Association)	8-10	\$70
Phlebotomy Technician plus 160 hour externship	210	\$1,950
National Retail Federation Customer Service and Sales Certification	75	\$1,125
Stackable: Phlebotomy Certification	25	\$375
Stackable: ECG Certification	25	\$375
Microsoft and Computer Literacy Training Series and Customer Service/Sales (Course are up to 12 students)		By session offered:
Level 1: Introduction to Computers and Office Suite	50	\$5,250
Level 2: Advanced Computers and Office Suite	50	\$5,250
Level 3: Microsoft Office- A Skills Approach	50	\$6,500
Level 4: Microsoft Office- Certification Course	50	\$6,500**
Workplace Readiness Credential (includes exam)	46-50	\$6,000
National Retail Federation Customer Service and Sales Certification (includes 2 exam fees)	55-75	\$6,500
Office Management/Administrative Assistant	600	\$3850
Culinary Arts and Food Service Preparation Program	150	\$3375

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(includes ServSafe and Nocti exams taken one time)		
Maintenance Technician	210	\$3,325
Welding (Basic/Level I) - Evening Classes	75	\$800
ServSafe Certification with exam - Evening Classes	10	\$125
ServSafe Refresher Course with exam - Evening Classes	5	\$80
ServSafe Exam - Retake only - Evening	0	\$50

*Cost may not include registration fees, books, uniforms, or external exam fees when applicable.

** Does not include exam fees of \$150 per exam (for up to four exams-\$600)

14. 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
Salem County Fairgrounds, Pilesgrove, NJ	Ten (10) Academy of Agriculture students and two (2) instructors	September 26, 2018	\$300.00 (Bus-sharing with Woodstown) Account# 11-000-270-512-53-002 \$85.00 Substitute
PSI, Cherry Hill, NJ	Fifteen (15) CNA students and one (1) instructor	October 10, 2018	\$
Maple Grove Raceway	35 students and 1 instructor	September 14, 2018	\$325 SCSSSD Bus and Driver

15. Request and Recommendation for Board of Education Approval for Ten (10) FFA Members, the FFA Advisor, and One (1) Chaperone to Attend the National FFA Convention in Indianapolis, Indiana from October 22, 2018 to October 27, 2018.

It is recommended by the Superintendent that the Board of Education grant approval for ten (10) FFA members to attend and participate in the National FFA Convention in Indianapolis, Indiana from October 22, 2018 to October 27, 2018.

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Per Board of Education policy, the school district will allocate \$2,500 for student participation costs of registration, travel and lodging in national conferences and competitions. The balance of the costs will be covered by the FFA or student/parent contribution. A cost breakdown for the trip is as follows:

Student Cost

Travel (Airfare/Ground Transportation):	\$4000.00
Registration fees:	\$ 500.00
Hotel Lodging:	<u>\$2000.00</u>
Subtotal:	\$6500.00
Less board contribution:	<u>-\$2500.00</u>
Total Student Cost:	\$4000.00

Chaperone Cost to District:

Airfare/Train	\$550.00 per chaperone
Registration Fees	\$110.00
Chaperone Fee	\$ 75.00 per night, per chaperone (Acct# 11-140-100-101-53-002)
Hotel	\$500.00 per each chaperone
Meals	\$200.00 per each chaperone
Mileage	\$ 32.00 (for 2 vehicles)
Parking	\$400.00 (for 2 vehicles)
Ground Transportation	\$300.00
Tolls	\$ 10.00 (for 2 vehicles)

Chaperone meal reimbursement at approved GSA guidelines

16. Request and Recommendation for Board of Education Approval of Student Community Service Projects for the 2018-2019 school year.

Community Service Project	Date	District Cost
FFA members to volunteer with Salem County Meals on Wheels at the Giant Pumpkin Carve at the Salem County Fairgrounds.	September 22, 2018	N/A

17. Request and Recommendation for Board of Education Approval of fundraising activities for the Career and Technical High School for the 2018-2019 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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 28, 2018**

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

Abstain: _____ Opposed: _____

INFORMATIONAL ITEMS

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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

A. Board Secretary Report

Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the months of May and June 2018. The Board Secretary certifies that no line item account has been over-expended in violation of N.J.A.C. 6A:23-2.12 (a) 1 and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

Business Administrator/Board Secretary

August 28, 2018
Date

B. Reconciliation of Cash for School Funds Report

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the months of May and June 2018. The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the months of April, May and June 2018.

C. Board Secretary Certification

Board Secretary in accordance with N.J.A.C. 6A-23-2.12(c)2 certifies that there are changes in anticipated revenue amounts or revenue sources have been approved by the Executive County Superintendent with the approval to use up to \$300,000 in undesignated fund balance.

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	_____	Ms. Bomba	_____
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 and June 2018.

F. Warrants

It is recommended that the Board of Education approve the following payments totaling \$1,633,797.60: (Part 1) (Part 2)

- Board Payment Approval List ending June 30, 2018 - \$872,177.29
- Check Register ending August 2, 2018 - \$294,434.73
- Check Register ending August 7, 2018 - \$25.00
- Check Register ending August 16, 2018 - \$446,635.58
- Check Register ending August 21, 2018 - \$525.00

G. Board Secretary/Business Administrator New Business:

1. **Request and Recommendation of the Business Administrator for the Board of Education to Approve Facility Rental Agreement with Holly City Family Center.** It is recommended that the Board of Education

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 28, 2018**

approve the Facility Rental Agreement with Holly City Family Center for \$1,080.00 from September 2018 through May, 2019 for 24 visits for open swim program.

- 2. Request and Recommendation by the Business Administrator for Board of Education Approval of the attached Resolution to change signatories for accounts at Fulton Bank of New Jersey.** It is recommended that the Board of Education approve the attached resolution changing the approved signatories on district bank accounts held at Fulton Bank of New Jersey.

- 3. Request and Recommendation by the Business Administrator for Board of Education Approval of the attached contracts with Sweetwater Environmental Management, LLC.** It is recommended that the Board of Education approve the attached contracts with Sweetwater Environmental Management LLC to provide Potable Water System Licensed Operators at Daretown and Cumberland Campus.

- 4. Request and Recommendation by the Business Administrator for Board of Education Approval of the attached contract with Upper Pittsgrove School District for the Lease of Classroom Space.** It is recommended that the Board of Education approve the attached contract with Upper Pittsgrove School District for the Lease of Classroom Space for the 2018/2019 school year at a cost of \$53,685.00.

- 5. Request and Recommendation by the Business Administrator for Board of Education Approval of the attached Vending Agreement with Upper Pittsgrove School District.** It is recommended that the Board of Education approve the attached Vending Agreement with Upper Pittsgrove School District to provide Food Services to Daretown Campus for the 2018/2019 school year

- 6. Request and Recommendation by the Business Administrator for Board of Education Approval for the write-off of the attached list of checks** It is recommended that the Board of Education approve the write-off of the attached list of uncashed checks totaling \$15,211.53

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT
A. New Business:

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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PERSONNEL:

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

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

Position	Location	Name	Stipend Amount
Lead Teacher	Upper Pitts	Mary Reilly	\$2,000.00
Computer Lab/ Life Skills	Daretown	Christopher Sipple	\$2,000.00
Interpreter	Salem	Sol Flores	\$2,000.00
Interpreter	Cumberland	Christian Miguel	\$2,000.00
Interpreter	Daretown	Magic Mears	\$2,000.00
Lead Teacher	Cumberland	Jill Reistle	\$3,000.00
Lead Teacher	Salem	Robin Kerns Boucher	\$3,000.00
Food Service Coordinator	Alternative	Kendel Watson	\$3,000.00
Food Service Coordinator	Cumberland	Sherri Lamplugh	\$3,000.00
Food Service Coordinator	Daretown	Betsy Osterman	\$3,000.00

2. Request and Recommendation of the Superintendent for Board of Education Approval of Gwendolyn Scott as a Anti-Bullying Specialist-Cumberland Campus.

It is recommended by the Superintendent that the Board of Education approve the transfer of Approval of Gwendolyn Scott as the Anti-Bullying Specialist - Cumberland Campus, effective September 1, 2018. Additionally, approval to attend Affirmative Action Officer training through NJPSA \$450 plus mileage and tolls estimated to \$100 over three days.

3. Request and Recommendation of the Superintendent for Board of Education Approval of the Transfer of Susan Costello.

It is recommended by the Superintendent that the Board of Education approve the transfer of Susan Costello Confidential Business Office Assistant - Accounts Payable (Special Services) to Confidential Business Office Assistant - Secretary to BA (Vo-Tech, effective August 1, 2018).

4. Request and Recommendation of the Superintendent for Board of Education Approval of the Transfer of Sheri Lamplugh.

It is recommended by the Superintendent that the Board of Education approve the transfer of Sheri Lamplugh Paraprofessional - Cumberland to Food Service Coordinator - Cumberland, effective September 1, 2018.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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- 5. Request and Recommendation of the Superintendent for Board of Education Approval of the Transfer of Shirley Villalongo.**
It is recommended by the Superintendent that the Board of Education approve the transfer of Transfer Shirley Villalongo Paraprofessional - Cumberland to Paraprofessional Food Service, effective September 1, 2018.
- 6. Request and Recommendation of the Superintendent for Board of Education Approval of the Transfer of Ian Poinsett.**
It is recommended by the Superintendent that the Board of Education approve the transfer of Transfer Ian Poinsett Language Arts Instructor - Daretown to History Instructor - Daretown, effective September 1, 2018.
- 7. Request and Recommendation of the Superintendent for Board of Education Approval of the Transfer of Joan Fisher.**
It is recommended by the Superintendent that the Board of Education approve the transfer of Transfer Joan Fisher Paraprofessional - Daretown to Language Arts Instructor - Daretown, at the salary of \$51,991 BA-1, effective September 1, 2018.
- 8. Request and Recommendation of the Superintendent for Board of Education Approval of the Transfer of Jady Shetter.**
It is recommended by the Superintendent that the Board of Education approve the transfer of Transfer Jady Shetter Paraprofessional - Cumberland to Instructor - Cumberland, at the salary of \$51,991 BA-1, effective September 1, 2018.
- 9. Request and Recommendation of the Superintendent for Board of Education Approval of the Transfer of Michelle Brown.**
It is recommended by the Superintendent that the Board of Education approve the transfer of Transfer Michelle Brown - Cumberland Campus Instructor to Salem Campus Instructor, effective September 1, 2018.
- 10. Request and Recommendation of the Superintendent for Board of Education Approval of the Transfer of Lydia Martin.**
It is recommended by the Superintendent that the Board of Education approve the transfer of Transfer Lydia Martin - Cumberland Campus Paraprofessional to Salem Campus Paraprofessional, effective September 1, 2018.
- 11. Request and Recommendation of the Superintendent for Board of Education Approval of Melissa Weber Adjunct Bus Driver.**
It is recommended by the Superintendent that the Board of Education approve the transfer of Approval of Melissa Weber, Adjunct Bus Driver at \$25/hour, effective September 1, 2018.
- 12. Request and Recommendation of the Superintendent for Board of Education Approval of Abigail Friant as a Part-Time Paraprofessional-Cumberland Campus.**
It is recommended by the Superintendent that the Board of Education approve the transfer of Approval of Abigail Friant as Paraprofessional Cumberland, \$18,034 (IA-2), effective September 1, 2018.

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13. Request and Recommendation of the Superintendent for Board of Education Approval of Julie Wriggins as a Paraprofessional-Cumberland Campus.

It is recommended by the Superintendent that the Board of Education approve the transfer of Approval of Julie Wriggins Paraprofessional Cumberland, \$18,034(IA-2), effective September 1, 2018.

14. Request and Recommendation of the Superintendent for Board of Education Approval of Martin Altersitz - Instructor Salem Campus

It is recommended by the Superintendent that the Board of Education approve the transfer of Approval of Martin Altersitz Instructor - Salem Campus, \$55,811 (M-3), effective September 1, 2018.

15. Request and Recommendation of the Superintendent for Board of Education Approval of Kristen Maltman as an Social Worker - Cumberland & CST.

It is recommended by the Superintendent that the Board of Education approve the transfer of Approval of Kristen Maltman Social Worker - Cumberland & CST, \$55,211 (M-1), effective September 1, 2018.

16. Request and Recommendation of the Superintendent for Board of Education Approval of Timothy Zane as an Confidential Business Office Assistant - Accounts Payable.

It is recommended by the Superintendent that the Board of Education approve the transfer of Approval of Timothy Zane as an Confidential Business Office Assistant - Accounts Payable, \$34,000 (prorated), effective September 1, 2018.

17. Request and Recommendation of the Superintendent for Board of Education Approval of Tyler Day as an Instructor - Salem Campus.

It is recommended by the Superintendent that the Board of Education approve the transfer of Approval of Tyler Day, Instructor - Salem Campus, \$54,501 (BA-4 +30), effective September 1, 2018.

18. Request and Recommendation of the Superintendent for Board of Education Approval of Melissa Lawlor as an Instructor - Cumberland Campus.

It is recommended by the Superintendent that the Board of Education approve Melissa Lawlor, Instructor - Cumberland Campus, \$53,901 (BA-2 +30), effective September 1, 2018.

19. Request and Recommendation of the Superintendent for Board of Education Approval of Hailey Woody as an Paraprofessional - Cumberland Campus.

It is recommended by the Superintendent that the Board of Education approve the transfer of Approval of Hailey Woody Paraprofessional - Cumberland Campus, \$17,934 (IA-1), effective September 1, 2018.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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20. Request and Recommendation of the Superintendent for Board of Education Approval of Christina Snow as an Paraprofessional - Cumberland Campus.

It is recommended by the Superintendent that the Board of Education approve the transfer of Approval of Christina Snow Paraprofessional - Cumberland Campus, \$17,934 (IA-1), effective September 1, 2018.

21. Request and Recommendation of the Superintendent for Board of Education Approval of Lisa Acilio as an Instructor - Cumberland Campus.

It is recommended by the Superintendent that the Board of Education approve the transfer of Approval of Lisa Acilio, Instructor - Cumberland Campus, \$53,391 (BA-5), effective September 1, 2018.

22. Request and Recommendation of the Superintendent for Board of Education Approval of the Salary Adjustment for Christopher Jones, Behavior Modification Specialist-Daretown Campus.

It is recommended by the Superintendent that the Board of Education approve the salary adjustment of Christopher Jones salary adjustment to match the revised salary guide, effective September 1, 2018.

23. Request and Recommendation of the Superintendent for Board of Education Approval of the Salary Adjustment for Jessica Monahan, Instructor-Salem Campus.

It is recommended by the Superintendent that the Board of Education approve the salary adjustment of Jessica Monahan salary adjustment due to obtaining a Master's degree (\$55,511 MA-2), effective September 1, 2018.

24. Request and Recommendation of the Superintendent for Board of Education Approval ESY Staff.

Yolanda Broughton ESY \$65/hour
Michelle Martins ESY \$240/diem

25. Request and Recommendation of the Superintendent for Board of Education Approval EIP Staff.

Name	Position	Rate
Sara Spina	Child Development Specialist	\$48/hr
Jessica Health	Occupational Therapist	\$70/hr
Alicia Clark	Speech Therapist	\$70/hr
Debra Hayes	Speech Therapist	\$70/hr
Jessica Gardiner	Occupational Therapist	\$70/hr

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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26. Request and Recommendation of the Superintendent for Board of Education Approval of the Leave of Absence for Staci Workman.

It is recommended by the Superintendent that the Board of Education approve the leave of absence for Staci Workman Paraprofessional-Salem Campus, effective September 10, 2018 until approximately January 15, 2019. Ms. Workman will be completing fieldwork at Jefferson University to complete her Occupational Therapy Program.

25. Request and Recommendation of the Superintendent for Board of Education Approval of the Leave of Absence for Samantha Corley.

It is recommended by the Superintendent that the Board of Education approve the leave of absence for Samantha Corley Paraprofessional-Cumberland Campus, effective September 1, 2018 until approximately January 1, 2019. Ms. Corley will be attending Stockton University to complete her teaching degree.

26. Request and Recommendation of the Superintendent for Board of Education Approval of the FMLA for Stephanie Weiser.

It is recommended by the Superintendent that the Board of Education approve the FMLA for Stephanie Weiser Speech Therapist-Related Services, effective September 24, 2018 until approximately October 15, 2018.

27. Request and Recommendation of the Superintendent for Board of Education Approval of the FMLA for Kelly Everwine.

It is recommended by the Superintendent that the Board of Education approve the FMLA for Kelly Everwine - Paraprofessional-Daretown, effective September 1, 2018 until approximately September 30, 2018.

28. Request and Recommendation of the Superintendent for Board of Education Approval for an unpaid Clinical Practicum Experience for Felicia Hunter for Fall 2018.

It is requested by the Superintendent that the Board of Education approve Felicia Hunter, student from The University of Akron, Ohio, to complete her unpaid Clinical Practicum Experience for her Masters in Speech Pathology at the Cumberland Campus and Upper Pittsgrove site for the 2018 fall semester. Ms. Hunter will be supervised by a related services department therapist.

29. Request and Recommendation of the Superintendent for Board of Education Approval of an unpaid TOSD Field Experience for Rebecca Newton.

It is requested by the Superintendent that the Board of Education approve the unpaid TOSD Field Experience of Rebecca Newton, Rowan University student at the Cumberland Campus for the fall semester for a total of 40 hours. Ms. Newton will be mentored by Jill Reistle, Teacher, from October 23, 2018 through December 17, 2018.

32. Request and Recommendation of the Superintendent for Board of Education Approval of the Resignation of Maggie McCool.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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It is recommended by the Superintendent that the Board of Education approve the resignation of Maggie McCool Instructor-Cumberland Campus, effective August 21, 2018.

33. Request and Recommendation of the Superintendent for Board of Education Approval of the Resignation of Charlotte Hunter.

It is recommended by the Superintendent that the Board of Education approve the resignation of Charlotte Hunter Instructor-Salem Campus, effective August 26, 2018.

34. Request and Recommendation of the Superintendent for Board of Education Approval of the Resignation of Gianna Vassallo.

It is recommended by the Superintendent that the Board of Education approve the resignation of Gianna Vassallo, Paraprofessional - Cumberland, effective August 7, 2018.

35. Request and Recommendation of the Superintendent for Board of Education Approval of the Resignation of Lani Bertoia.

It is recommended by the Superintendent that the Board of Education approve the resignation of Lani Bertoia, Paraprofessional - Daretown effective August 31, 2018.

36. Request and Recommendation of the Superintendent for Board of Education Approval for Reimbursement of Multiple Employee Background Checks for Related Services Employees.

It is recommended by the Superintendent that the Board of Education approve the reimbursement to Related Services Staff employees who are required to have multiple background checks for each district they serve.

PROGRAMS:

1. Request and Recommendation for Board of Education Approval of the attached sites as TCP job shadowing/social trip locations for the 2018-2019 school year.

It is recommended by the Superintendent by the Superintendent that the Board of Education approve the attached list of TCP job shadowing/social trip locations for the 2018-2019 school year.

2. Request and Recommendation for Board of Education Approval of the 2018-2019 Nursing Services Plan For the Salem County Special Services School District and the Vocational Technical 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, 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.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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- 3. Request and Recommendation for Board of Education Approval of all SCSSSD Educational Curriculum for the 2018-2019 School Year.**
It is recommended by the Superintendent that the Board of Education approve all SCSSSD educational curriculum for the 2018-2019 school year.

- 4. It is recommended by the Superintendent by the Superintendent that the Board of Education approve the 2018-2019 Professional Development Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.**
It is recommended by the Superintendent that the Board of Education approve the 2018-2019 Professional Development Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts. Mandatory professional development requirements for particular groups of educators are specified in New Jersey statute and regulation. The Plan has been developed in accordance with these statutes and regulations.

- 5. Request and Recommendation for Board of Education Approval of the 2018-2019 District Mentoring Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.**
It is recommended by the Superintendent that the Board of Education approve the 2018-2019 District Mentoring Plan. The plan has been developed in accordance with all mentoring program regulations for novice teachers (those new to the profession and serving under a provisional certificate) and experienced teachers new to a district as specified in N.J.A.C. 6A:9:8.4. Individual 1-1 mentoring is required for novice teachers. In addition, all non-tenured first-year teachers must receive individualized support developed collaboratively with the supervisor and aligned with state standards and school/district expectations for teacher effectiveness.

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>Handle with Care - Refresher Course</i> September 5, 2018	Cumberland Campus Staff	\$2,400	\$2,400

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

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

XIII. RECESS INTO EXECUTIVE SESSION

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

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

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

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

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

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

- 4. Matters concerning negotiations, and specifically:

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

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

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Mr. Halter _____ Ms. Nicolosi _____
Mrs. Smith _____

Abstain: _____ Opposed: _____