

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – SEPTEMBER 25, 2018**

- 2. Request and Recommendation by the Business Administrator for Board Approval to Wipe Out Balances for Food Services.** It is recommended by the Business Administrator for Board of Education Approval to wipe out the Food Services balances totaling \$222.45 from the 2017/2018 School Year, per the attached list
- 3. Request and Recommendation by the Business Administrator for Board Approval to Refund Food Service Account Balances for Graduated Seniors.** It is recommended by the Business Administrator for Board of Education Approval to refund account balances to seniors that graduated in June 2018, per the attached list.
- 4. Request and Recommendation by the Business Administrator for Board Approval of the School Integrated Pest Management Plan.** It is recommended by the Business Administrator for Board of Education approval to accept the School Integrated Pest Management Plan for the Salem County Vocational Technical School District for the 2018/2019 School Year.
- 5. Request and Recommendation by the School Administrator for the Board of Education Approval for PARS Environmental, Inc. of Robbinsville, NJ, to Conduct the 2017 Right to Know Survey.** It is recommended by the School Administrator that the Board of Education approve PARS Environmental, Inc., of Robbinsville, New Jersey, to conduct the 2017 Right-to-Know Survey for \$1,950.00.
- 6. Request and Recommendation by the School Administrator for the Board of Education to Approve Aqua-Treat, Inc, of Blackwood, NJ, to Provide SCVTS with Water Treatment Service for the Cooling Tower and Hot Water Boiler for \$3,600.00.** It is recommended by the School Administrator that the Board of Education approve Aqua-Treat, Inc., of Blackwood, NJ, to provide SCVTS with a Water Treatment Service for the Cooling Tower and Hot Water Boiler \$3,600.00 for the 2018-19 school year.
- 7. Request and Recommendation by the Business Administrator for Board Approval of the purchase of a CAIR Account.** It is recommended by the Business Administrator for Board of Education approval to set up a CAIR (Customer Abstract Information Retrieval) Account. This will allow online access to Motor Vehicle Records at cost of \$150 for the year, for both districts, for up to 5,000 lookups.
- 8. Request and Recommendation by the Business Administrator to go out to bid for a Third Party Evaluator for the 21st Century Community Learning Center Grant.** It is recommended by the Business Administrator that the Board of Education approve the Business Administrator to go out to bid for a Third Party Evaluator for the 21st Century Community Learning Center Grant. A proposal is attached.

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9. Request and Recommendation by the School Administrator for the Board of Education Approval of a Bid to Procure Snow Removal Quotes for both Districts Salem County Vocational Technical School and Salem County Special Services School District for Services from November 1, 2018 to March 31, 2019. It is recommended by the school administrator that the Board of Education approve a bid to procure snow removal quotes for both school districts Salem County Vocational Technical School and Salem County Special Services School District for services from November 1, 2018 to March 31, 2019.

10. Request and Recommendation by the Business Administrator to accept the bid from Ivory Group Inc. for Mathematics Consultation for the 2018/2019 School Year. Resolved that upon the recommendation of the Business Administrator the board accept the bid for Mathematics consultation services on August 29th at noon from the Ivory Group at \$600 per day for 125 days during the school year 2018/2019, and be it further resolved that it be awarded to the Ivory Group at \$600 per day for up to 125 days.

11. Request and Recommendation by the Business Administrator to accept the Merchandise and Services from Aramark for the 2018-2019 School Year. It is recommended by the Business Administrator for Board of Education approval to accept the following quantities and prices from Aramark for the lease and cleaning custodial items

Merchandise	Qty	Cost per Item	Frequency	Minimum Billed %	Replacement Charge
DM1704 BRWN 4x6	18	\$7.75	EOW	50%	\$300.00
DM1704 BRWN 3X10	16	\$9.75	EOW	50%	\$350.00
DP0018 ORNG-60	4	\$2.70	EOW	50%	\$61.88
DP0018 REDD-24	12	\$1.80	EOW	50%	\$34.35
DP0025 GREN LGER	20	\$3.00	EOW	50%	\$41.26
XX0257 BLAK-X	1	0	EOW	100%	25.00
DP0018 YELLOW-48	4	\$2.15	EOW	50%	\$42.00

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	Name	Location	Position	Salary	Guide
A.	Tony Thomas	District	IT Technician	\$69.98/diem	IT-5
B.	Edgar Calderon	District	ESL/Civics Instructor	\$28/hour	
C.	Alonzo Gonzalez	District	Substitute - Adult Welding	\$28/hour	
D.	Patrick Cruet	Career and Technical High School	Assistant Principal	\$80,000 (prorated)	Asst. Prin.
E.	Donte Howard	21st Century	Teacher	\$30/hour	Adj.
F.	Mark Danza	21st Century	Teacher	\$30/hour	Adj.
G.	Shannon Quinn	21st Century	Teacher	\$30/hour	Adj.
H.	Tania Riek	21st Century	Teacher	\$30/hour	Adj.
I.	Debra Stefanski	21st Century	Teacher	\$30/hour	Adj.
J.	Nancy Maccarone	21st Century	Teacher	\$30/hour	Adj.
K.	LaShonda Howell	21st Century	Paraprofessional	\$12.50/hour	Adj
L.	MaryAnn Holoman	21st Century	Teacher	\$30/hour	Adj.
M.	Lisa Campbell	21st Century	Teacher	\$30/hour	Adj.
N.	Shannon Farley	21st Century	Teacher	\$30/hour	Adj.
O.	Joseph Maurizio	21st Century	Teacher	\$30/hour	Adj.
P.	Erin Beal	21st Century	Teacher	\$30/hour	Adj.
Q.	Christine Pomponi	21st Century	Teacher	\$30/hour	Adj.
R.	George Johnson	21st Century	Teacher	\$30/hour	Adj.

2. Request and Recommendation by the Superintendent for Board of Education Approval of the Transfer of:

	Name	Step	Salary	New Step	New Salary
A.	Mark Kasubinski	NA	\$58,242	NA	\$63,242

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University, New Brunswick, NJ October 23, 2018			Acct# 11-310-100-580-75-002
Episode III: The Live Workshop - Division of Food and Nutrition Bordentown, NJ November 5, 2018	Kaitlin DeRosa	\$34.66 mileage	\$34.66
Danielson Training Camden County College, Blackwood, NJ September 27, 2018	Lisa McClintock	\$149.00 \$10.54 mileage	\$159.54 ESEA Title II
FABTECH 2018 – Welding and Fabrication Convention Atlanta, Georgia November 5, 2018 -November 8, 2018	Stephanie Hoffman	No charge for registration – Ms. Hoffman is already a member Hotel – Approx \$580.00 Travel - \$260.00 Meals – \$300.00	\$1140.00 Total cost Acct# 11-310-100-580-18-002 Reimbursement at approved GSA guidelines \$255.00 - Substitute
NJSACC Annual Conference: Strengthening Tomorrow's Leaders 2018, The Marriott Princeton Hotel and Conference Center 100 College Road East Princeton, NJ November 16 and 17, 2018	Jennifer Bates Lisa McClintock Cameran Baynes Robert Fitzpatrick	\$278 registration \$122 hotel/night \$48.36 mileage \$61 meals & incidentals	\$1,937.44 21st CCLC
Pension Workshop: What are your responsibilities Neptune NJ October 26, 2018	Frank Maurer Tonya Paroda Gina Abbott	\$375 registration \$57.66 mileage \$10.20 Tolls	\$442.86
NJ Paid Sick Leave Law NJ Law Center New Brunswick, NJ November 2, 2018	Frank Maurer Tonya Paroda Gina Abbott	\$375 registration \$53.32 mileage \$13.00 Tolls	\$441.32

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – SEPTEMBER 25, 2018**

Abstain: _____ Opposed: _____

PROGRAMS:

1. Request and Recommendation for Board of Education Approval to Refund Tuition to Two Adult Program Students in the amount of \$3,675 each.

It is recommended by the Superintendent that the Board of Education approve the refund of tuition in the amount of \$3,675 each to Adult Program Students VB and KG.

2. Request and Recommendation for Board of Education Approval to accept the following FY2018 Grants:

- FY2019 21st Century Community Learning Centers Grant in the amount of \$500,000 (year 1 of 5) beginning September 1, 2018.

3. Request and Recommendation for Board of Education Approval of a Professional Membership in the New Jersey Council of Education in the amount of \$160 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 New Jersey Council of Education in the amount of \$160 for Jennifer Bates, Assistant Superintendent for the 2018-2019 school year. By negotiated contract Dr. Bates is entitled up to \$1500 in professional membership fees.

4. Request and Recommendation for Board of Education Approval of Riverview Family Success Center, Penns Grove, NJ as an Adult Literacy Program Site.

It is recommended by the Superintendent that the Board of Education approve the Riverview Family Success Center in Penns Grove, NJ as an Adult Literacy Program Site for the 2018-2019 school year.

5. Request and Recommendation for Board of Education Approval of Tyson Chicken Factory, Vineland, NJ as an Adult Literacy Program Site.

It is recommended by the Superintendent that the Board of Education approve the Tyson Chicken Factory in Vineland, NJ as an Adult Literacy Program Site for the 2018-2019 school year.

6. Request and Recommendation for Board of Education Approval of GED Testing Dates for the 2018-2019 School Year.

It is recommended by the Superintendent that the Board of Education approve GED testing dates for the 2018-2019 school year. Annually, the Bureau of Adult Education and Family Literacy requests the Salem County Vocational Technical School's Board of Education to serve as the approved test center for Salem County. A list of those dates follow:

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2018-2019	Test Dates
September	10th & 11th 24th & 25th
October	15th & 16th 29th & 30th
November	5th & 6th 26th & 27th
December	10th & 11th 17th & 18th
January	7th & 8th 28th & 29th
February	11th & 12th 25th & 26th
March	4th & 5th 18th & 19th
April	15th & 16th 29th & 30th
May	13th & 14th 30th & 31st
June	3rd & 4th 10th & 11th

7. Request and Recommendation for Board of Education Approval to Declare the Week of Respect and School Violence Awareness Week during the Month of October 2018 for the 2018-2019 School Year.

It is recommended by the Superintendent that the Board of Education grant approval to declare the week of October 1 through October 5, 2018 as the “Week of Respect”, in accordance with the Anti-Bullying Bill of Rights Act (P.L.2010, c.122) and October 15 through October 19, 2018 as “School Violence Awareness Week”, in accordance with the requirements of title 18A:36-5.1.

8. Request and Recommendation for Board of Education Approval of Curriculum In Action Experiences for the Salem County Vocational Technical Schools.

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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
Millville Airport 104 Leddon St, Millville, NJ 08332	AFJROTC	9/23/2018	\$225 Driver \$85 Substitute
MaxFit 240 Delsea Dr S, Glassboro, NJ 08028	Volleyball Training	9/27/18	\$125 Driver \$85 Substitute
Ocean City Convention Hall, Ocean City, MD	Auto Tech	10/5/18	\$275 Driver \$85 Substitute
FFA LEAD Conference, 915 NJ-73, Mt Laurel, NJ 08054	FFA	10/5/2018 to 10/6/2018	\$150 Entry Fee \$200 Driver \$85 Substitute
FedEx Express, Cargo Newark International Airport, Newark, NJ 07114	Global Logistics and Supply Chain Management	10/10/18	\$175 Driver No Substitute Needed
G and G Farm Market 1067 Township Line Road Logan Township, NJ 08085	The Learning Center (TLC)/Child Care Program	10/11/18	\$112.50 Driver \$85 Substitute
Fort Mott, New Jersey to Ft Delaware 454 Fort Mott Rd, Pennsville, NJ 08070	AFJROTC	10/11/2018	\$294 Entry Fee \$175 Driver \$85 Substitute
Academic League - Salem High School	Academic League	10/23/18	\$122 BR Williams
Career Council College Fair, Riverwinds, West Deptford, NJ	Open to all full-time Seniors	10/25/18	No cost to district
Philadelphia Zoo 3400 W GIRARD AVE PHILADELPHIA, PA 19104	Agricultural Science	10/25/2018	\$143.60 Entry Fee \$150 Driver \$85 Substitute
Longwood Gardens 1001 Longwood Rd, Kennett Square, PA 19348	Environmental Science	11/1/2018	\$175 Entry Fee \$212.50 Driver \$255 Substitute
Gordon Theater, Rutgers Camden	English 12	11/2/2018	\$8/student=\$312 \$150 Driver \$225 Substitute

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M Davis and Sons 19 Germany Drive Wilmington DE	Welding	11/13/2018	\$350 BR Williams \$85 Substitute
DaVinci Science Center 3145 Hamilton Blvd., Allentown PA 18103	Chemistry	11/13/2018	\$396 BR Williams \$255 Substitutes
NJ HOSA Fall Conference, Brookdale Community College, Lincroft, NJ	Allied Health	11/16/2018	\$40/student=\$200 \$275 Driver \$85 Substitute
AACA Museum Inc . 161 Museum Drive , Hershey ,PA 17033	ACRT	11/26/2018	\$157.50 Entry Fee \$212.50 Driver \$85 Substitute
Rutgers Food Innovation Center 450 E Broad St, Bridgeton, NJ 08302	Agricultural Science	12/7/2018	\$212.50 Driver \$85 Substitute
Cooper University Hospital & Rowan Medical School at Camden One Cooper Plaza, Camden, NJ	Allied Health	12/12/2018	\$150 Driver \$85 Substitute
Academic League - Schalick High School	Academic League	1/8/19	\$112.50 Driver
Broadway Show Gershwin Theater, 222 W. 51ST, NYC	NTHS	3/13/2019	\$85/student \$1461 BR Williams \$170 Substitutes

9. Request and Recommendation for Board of Education Approval of the Second Reading and Purchase 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 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
Go! With Microsoft Office 2016: Pearson 2017	Computer Applications	978-0-13-432077-9

10. 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,

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the individual responsible for conducting the fundraiser must submit proof of receipts and disbursements to the Business Administrator after the activity is completed.

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
A.	FFA	Cookie Dough Sale Tubs - \$20.00 Each	September 24, 2018 – October 26, 2018
B.	NTHS	ShoeBox Recycling – Collect gently used shoes to help the environment ***(see attached explanation)***	September 26, 2018 – June 17, 2018
C.	Class of 2020	Jack Links and Jerky Dynasty Jerky Cost - \$1.00 or \$2.00	September 26, 2018 – June 17, 2019
D.	Class of 2021	Jack Links and Jerky Dynasty Jerky Cost - \$1.00 or \$2.00	September 26, 2018 – June 17, 2019
E.	Class of 2020	Gertrude Hawk Chocolates Cost - \$1.00 or \$2.00	September 26, 2018 – June 17, 2019
F.	Class of 2021	Gertrude Hawk Chocolates Cost - \$1.00 or \$2.00	September 26, 2018 – June 17, 2019
G.	FFA	Bounce house at Giant Pumpkin Carve from 4pm – 9pm.	September 29, 2018
H.	FFA	Ag Calendar Sale \$5.00 each	September 30, 2018 – November 30. 2018
I.	Class of 2021	Class of 2021 T-Shirt Cost: \$15.00 or \$20.00 (depending on design)	October 1, 2018 - October 19, 2018
J.	Class of 2022	Class of 2022 T-Shirt/Sweatshirts Cost: \$15.00 - \$35.00 (depending on design)	October 1, 2018 - November 1, 2018

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K.	Class of 2020	Class of 2020 T-Shirt Cost: \$15.00 or \$20.00 (depending on design)	October 1, 2018 - October 19, 2018
L.	Culinary Program	Annual Thanksgiving Pie Sales – Assorted pies will be sold	October 7, 2018 – November 7, 2018 Pickup date: November 20, 2018
M.	AFJROTC	Annual Holiday Wreath Sale	October 19, 2018 – November 9, 2018
N.	AFJROTC	Quinton Ruritans/AFJROTC Country Breakfast at Quinton Twp. Elementary School Cost: \$5.00 per ticket	Sunday, October 21, 2018
O.	Class of 2022	Krispy Kreme Fundraiser	October 28, 2018 – November 13, 2018
P.	Boys Basketball/Volley ball	Halloween Desserts Class \$35.00 to participate	October 29, 2018 *Limit per class is 20, additional classes will be added if needed*
Q.	Boys Basketball/Volley ball	Pies for the Holidays Class \$35.00 to participate	November 14, 2018 *Limit per class is 20, additional classes will be added if needed*
R.	Boys Basketball	Cheesesteak Sale Cost: \$6.00	November 21, 2018 ½ day
S.	SkillsUSA	Annual Staff/Student Volleyball Tournament \$2 per player; \$1 to watch	November 30, 2018 6 – 9pm
T.	Culinary Program	Holiday Items– assorted cookies will be sold	November 27, 2018 – December 12, 2018 Pickup date: December 21, 2018
U.	Boys Basketball/Volley ball	Holiday Cookies Class \$35.00 to participate	December 5, 2018 *Limit per class is 20, additional classes will be added if needed*

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Abstain: _____ Opposed: _____

POLICY

1. Request and Recommendation for Board of Education Approval of the second and final reading of the policies listed below.

It is recommended by the Superintendent that the Board of Education approve the second and final reading of the following district policies and regulations:

- P & R 1613 Disclosure and Review of Applicant’s Employment History (M) (New)**
- P 5512 Harassment, Intimidation, and Bullying (HIB) (M) (Revised)**
- R 5512 Harassment, Intimidation, or Bullying Investigation Procedure (M) (Abolished)**
- P & R 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)**
- P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)**
- P 8454 Management of Pediculosis (Revised)**

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

B. Old Business:

1.

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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C. Board Secretary/Business Administrator New Business:

- 1. Request and Recommendation by the Business Administrator for Board Approval of the Lease Agreement with Lower Alloways Creek Board of Education for the lease of classroom space.** It is recommended by the Business Administrator for Board of Education approval of the attached Lease Agreement with Lower Alloways Creek Board of Education for the lease of classroom space for the Preschool Program for the 2018/2019 school year at a cost of \$17,000.

- 2. Request and Recommendation by the Business Administrator for Board Approval to Write Off \$235.90 for Food Services at Regional Day School.** It is recommended by the Business Administrator that the Board of Education approve writing of \$235.90 for student B.J. These monies were accumulated during the 2016/2017 school year, but since the student dropped from the rolls, these monies were not included on the list of monies to be written off at that time. When the student re-enrolled, the balance due showed up in the system. Changes in the system have been made to prevent this from happening in the future.

- 3. Request and Recommendation by the Business Administrator for Board Approval of the School Integrated Pest Management Plans.** It is recommended by the Business Administrator for Board of Education approval to accept the School Integrated Pest Management Plans for the Cumberland Campus, Daretown, and Regional Day School for the 2018/2019 School Year.

- 4. Request and Recommendation by the School Administrator that the Board of Education Approve GCSSD Transportation Contracts.** It is recommended by the school administrator that the Board of Education approve the following GCSSD Transportation Contracts:

2018/2019 Joint Transportation Agreement between Special Services School District, Salem and Maple Shade Public Schools, Burlington County

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

Route Y1436 - Delaware City	Route Y1431- B.R. Williams
Route Y1438 - Kerry Bus Svc	Route Y1433 - Wyshinski
Route Y1439 - Delaware City	Route Y1434 - Wyshinski
Route Y1441 - B.R. Williams	Route Y1144 - Delaware City
Route Y1430 - Wyshinski	Route Y1367 - Holcomb

- 5. Request and Recommendation by the Business Administrator for Board Approval to refund \$49.10 for Food Services at Daretown.** It is recommended by the Business Administrator that the Board of Education approve refunding \$40.00 for student J.D., and \$9.10 for student A.E. at Daretown. These monies were placed on account prior to Daretown becoming a CEP School.

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- 6. Request and Recommendation by the Business Administrator for Board Approval to go out to Bid for Refuse and Recycling Services.** It is requested by the Business Administrator that he be approved to re-advertise the bid for Refuse and Recycling for the 2018-2019 School Year because of the required increase in the number of weekly pickups at the Cumberland Campus caused by the growth and the new lunch program at that location.
- 7. Request and Recommendation by the Business Administrator for Board Approval to go out to Bid for Security Window at Cumberland Campus.** It is recommended by the Business Administrator for Board of Education approval to go out to bid for a security window for the Cumberland Campus.
- 8. Request and Recommendation by the School Administrator for the Board of Education Approval for PARS Environmental, Inc. of Robbinsville, NJ, to Conduct the 2017 Right to Know Survey.** It is recommended by the School Administrator that the Board of Education approve PARS Environmental, Inc., of Robbinsville, New Jersey, to conduct the 2017 Right-to-Know Survey for \$1,550.00.
- 9. Request and Recommendation by the School Administrator for the Board of Education to Approve Aqua-Treat, Inc, of Blackwood, NJ, to Provide SCVTS with a Water Treatment Program for the HVAC Equipment for \$1,440.00.** It is recommended by the School Administrator that the Board of Education approve Aqua-Treat, Inc., of Blackwood, NJ, to provide Daretown and Cumberland Campus with a Water Treatment Program for the HVAC equipment for \$3,120 for the 2018-19 school year.
- 10. Request and Recommendation by the Business Administrator for Board Approval to go out to Bid for one van and one 52-passenger bus.** It is recommended by the Business Administrator that the Board of Education approve going to bid for one van and one 52-passenger bus, using the Hunterdon County ESC's State Approved Co-op #34 HUNCCP TELP Award to finance the bus acquisition
- 11. Request and Recommendation by the School Administrator for the Board of Education Approval of a Bid to Procure Snow Removal Quotes for both Districts Salem County Vocational Technical School and Salem County Special Services School District for Services from November 1, 2018 to March 31, 2019.** It is recommended by the school administrator that the Board of Education approve a bid to procure snow removal quotes for both school districts Salem County Vocational Technical School and Salem County Special Services School District for services from November 1, 2018 to March 31, 2019.
- 12. Request and Recommendation by the Business Administrator for Board Approval to Accept the RFP from Wright Choice Home Health Services for Nursing Services.** It is recommended by the Business Administrator for Board of Education approval to accept the RFP received from Wright Choice Home Health Services for Nursing Services for the Salem County special Services

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School District for the 2018/2019 school year on 8/29/18 at 12:00 noon at the following rates:

- One on One: RN \$45 per hour/LPN \$37 per hour
- Classroom Nurse: RN - \$22 per student (minimum 2 students)
LPN- \$22 per student (minimum 2 students)
- Transportation Nurse: \$193 flat rate for up to two hours each way
- Field Trip Nurse/Substitute Nurse: RN \$49 per hour/LPN \$39 per hour

Be it further resolved that it be awarded to Wright Choice Health Services at these said rates.

- 13. Request and Recommendation by the School Administrator for Board of Education Approval of the 2019-20 Budget Development Calendar for Salem County Vocational Technical Schools and Salem County Special Services School District.** It is recommended by the School Administrator for the Board of Education approve the 2019-20 Budget Development Calendar for Salem County Vocational Technical Schools and Salem County Special Services School District.

**2019-20 Budget Development Calendar
SCSSSD**

10/16/2018	ISSUE BUDGET PREP WORKSHEETS AND ASSUMPTIONS
11/13/2018	SUPT/BA/ASST. SUPT. TO MEET WITH PRINCIPALS/ DIRECTORS
12/4/2018	GET FIRST DRAFT OF BUDGET BACK FROM PRINCIPALS/ DIRECTORS
12/18/2018	DISCUSS GUIDELINES WITH BOARD
1/22/2019	BOARD APPROVAL OF TUITION RATES
2/12/2019	SECOND DRAFT
2/26/2019	BOARD APPROVAL OF BUDGET

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

**A. New Business:
PERSONNEL:**

1. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of:

	Name	Location	Position	Salary	Guide	Start Date
A.	Sarah Moore	Daretown	Paraprofessional	\$18,134	IA-3	9/1/18
B.	Alison Laing	Cumberland	Paraprofessional	\$17,934	IA-1	9/1/18
C.	Jammie Johnson	Salem	Food Service Stipend	\$3,000	NA	9/1/18
D.	Jennifer Rowand	Salem	Food Service Stipend-Sub	\$16.67 daily	NA	9/1/18
E.	Sydney Farrell	Salem	Food Service Stipend-Sub	\$16.67	NA	9/1/18
F.	Kirsten Maltman	Cumberland	Transition Coordinator	\$4,000	NA	9/1/18
G.	Candace Talley	Daretown	Paraprofessional	\$18,134	IA-3	9/17/18
H.	Maureen Lewis	Cumberland	Transition Coordinator	\$4,000	NA	9/1/18
I.	Oliver Avis	Salem	SLE Coordinator	\$4,000	NA	9/1/18
J.	Michael Pavesi	Salem	SLE Coordinator	\$4,000	NA	9/1/18
K.	Bridgit Vit	District	Special Olympics	\$1,000	NA	9/1/18
L.	John Bilinski	District	Special Olympics	\$1,000	NA	9/1/18

2. Request and Recommendation by the Superintendent for Board of Education Approval of the Transfer of:

	Name	Step	Salary	New Step	New Salary
A.	Caitlin Feldman Start 9-1-18	BA-4	\$54,199	M-4	\$56,111
B.	Jesenia Rodriguez (9-1-18 to 12-15-18)	IA-2	\$17,934	IA-2	\$10,760 (60%)

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C.	Jesenia Rodriguez (12-16-18 to 6-30-19)	IA-2	\$10,760 (60%)	IA-2	\$17,934
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3. Request and Recommendation by the Superintendent for Board of Education Approval of the Resignation of:

	Name	Location	Resignation Date
A.	Chelsea Campenella	Related Services	September 28, 2018
B.	Christian Miguel	Clerk-Cumberland	October 5, 2018

4. Request and Recommendation by the Superintendent for Board of Education Approval of FMLA of:

	Name	Location	FMLA Begin Date	FMLA End Date
A.	Jammie Johnson	Paraprofessional Salem	September 1, 2018	October 26, 2018
B.	Megan Lewin	Paraprofessional Cumberland	September 21, 2018	November 8, 2018
C.	Ashley Beachum	Paraprofessional Cumberland	September 17, 2018	October 29, 2018

5. Request and Recommendation by the Superintendent for Board of Education Approval of NJFLA of:

	Name	Location	FMLA Begin Date	FMLA End Date
A.	Megan Lewin	Paraprofessional Cumberland	November 9, 2018	March 5, 2019
B.	Nicole Garcia	Paraprofessional Cumberland	September 1, 2018	November 12, 2018

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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6. Request and Recommendation by the Superintendent for Board of Education Approval of the Retirement of:

	Name	Location	Retirement Date
A.	Yolanda Broughton	Related Services	January 1, 2019

7. Request and Recommendation by the Superintendent for Board of Education Approve the Novice Instructors and Mentors for the 2018-19 School Year.

It is recommended by the Superintendent that the Board of Education approve the following novice instructors and their mentors for the 2018-19 school year. Under state guidelines novice instructors are required to pay the mentioned fee to the district who is then required to release the funds to the mentor upon successful completion of the program. Once approved payment schedules will be set up with each novice instructor to collect the fee. Contracts will be sent out between the novice instructor, mentor, and board of education.

Novice Instructor	Mentor	Fee /Program
Jessica Monahan	Robin Kerns Boucher	\$550/CEAS
Jady Shetter	Nicole Kelly	\$550/CEAS
Melissa Lawlor	Nicole Kelly	\$550/CEAS

PROFESSIONAL DEVELOPMENT:

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

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

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
<i>Joint Insurance Fund Training Retreat</i> Cape May, NJ September 26, 2018	Vivian Hampshire	\$60 Mileage & Tolls	\$60
<i>Episode III: The Live Workshop - Division of Food and Nutrition</i>	Colleen Lewis	\$34.66 Mileage	\$34.66

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PROGRAMS:

1. Request and Recommendation for Board of Education Approval for Upper Pittsgrove student, SF, to participate in a school field trip.

It is recommended by the Superintendent that the Board of Education approve Upper Pittsgrove student, SF, to participate in the 8th grade science field trip with Upper Pittsgrove students in his science class on September 26, 2018 at the Salem County Fair Grounds. Students will leave the school at 9:00 a.m., returning to school by 2:00 p.m.. There is no charge for this trip.

2. Request and Recommendation for Board of Education Approval of the attached TCP work sites for the 2018-2019 school year.

It is recommended by the Superintendent that the Board of Education approve the attached list of TCP work site locations for the 2018-2019 school year. The TCP staff have visited the locations and spoken with the management and they feel these would be good locations to work at.

3. Request and Recommendation for Board of Education Approval to Declare the Week of Respect and School Violence Awareness Week during the Month of October 2018 for the 2018-2019 School Year.

It is recommended by the Superintendent that the Board of Education grant approval to declare the week of October 1 through October 5, 2018 as the “Week of Respect”, in accordance with the Anti-Bullying Bill of Rights Act (P.L.2010, c.122) and October 15 through October 19, 2018 as “School Violence Awareness Week”, in accordance with the requirements of title 18A:36-5.1.

4. Request and Recommendation for Board of Education Approval of the Field Trip Requests for the 2018-2019 school year.

It is recommended by the Superintendent that the Board of Education approve the following field trips for the 2018-2019 school year:

Curriculum in Action Experience	Attendees	Date	District Cost
Holly City Family Center 8 E Mulberry St, Millville, NJ 08332	Cumberland Campus	09/11/18, 09/18/18, 09/25/18, 10/2/18, 10/9/18, 10/16/18, 10/23/18, 10/30/18, 11/6/18, 11/13/18, 11/20/18, 11/27/18	\$300 Drivers
NJ State House 125 W. State street Trenton, NJ 08608	Upper Pittsgrove	9/21/18	\$187.50 Driver

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

Abstain: _____ Opposed: _____

POLICY

1. Request and Recommendation for Board of Education Approval of the second and final reading of the policies listed below.

It is recommended by the Superintendent that the Board of Education approve the second and final reading of the following district policies and regulations:

- P & R 1613 Disclosure and Review of Applicant’s Employment History (M) (New)**
- P 5512 Harassment, Intimidation, and Bullying (HIB) (M) (Revised)**
- R 5512 Harassment, Intimidation, or Bullying Investigation Procedure (M) (Abolished)**
- P & R 5561 Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)**
- P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)**
- P 8454 Management of Pediculosis (Revised)**

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

B. Old Business:

1.

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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

- 8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of

