

THE BOARD OF EDUCATION FOR SPECIAL SERVICES SCHOOL DISTRICT &
VOCATIONAL TECHNICAL SCHOOL DISTRICT OF THE COUNTY OF SALEM
BOARD OF EDUCATION MINUTES – DECEMBER 18, 2018

The Regular meeting of the Special Services School District and Vocational Technical School District of the County of Salem Board of Education was held at the Salem County Vocational Technical School, Board Conference Room, Woodstown, NJ, County of Salem, on Tuesday, December 18, 2018 at 7:00 p.m.

The Board President led the group in the Pledge of Allegiance to the Flag.

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

Called to Order

Members Present: Mr. Linwood Donelson III, Mr. Earl Ransome, Ms. Patty Bomba and Mr. Daryl Halter, Mrs. Julie Smith

Roll Call

Members Absent: Ms. Margaret Nicolosi, Mr. James Davis

Others Present: John Swain, Superintendent, Dr. Jane Whittinghill, Director of Related Services and Principal of Upper Pittsgrove Campus, Lisa McClintock, Director 21st Century, Jason Helder, Principal, SCVTS, Dr. Meggin Wentzell, Principal, Cumberland Campus, Roland Carter, Director of Food Services, Mike Allen, Educational Media Services, Jim Helder, Principal, RDS, Tamika Rothwell and Gwen Scott from Cumberland Campus.

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the minutes from the November 20, 2018 Board of Education Meeting.

Approval of Minutes

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the acceptance of the Addenda Items for SCVTS

Acceptance of Addenda Items

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

AUDIENCE PARTICIPATION I - None

Audience Participation

BOARD OF EDUCATION BUSINESS

Old Business

Old Business

1. Transportation Savings

New Business – There was some discussion regarding the Mechatronics program. More details can be found in Informational Items section

New Business

Correspondence-

Correspondence

1. Santa Letters
2. Cupola Restoration

Presentations

Presentations

1. Owl's Nest Program - Tamika Rothwell & Wendy Scott

- 2. Student of the Month - Brice Johnson - Upper Pittsgrove
- 3. Food Service - Cumberland Update/Daretown Proposal - Roland Carter

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

Board Secretary Report - SCVTS

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the following items:

Board Secretary Report

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 2018, September 2018, and October 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.

<u>Business Administrator/Board Secretary</u>	<u>December 18, 2018</u>
Date	

Treasurer's Report

Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 2018. The Treasurer's Report and Board Secretary's Report are in agreement for the month of August 2018.

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.

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.

Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds for July 2018 through November 2018. All transfers that occurred during this school year are included in order to present them in their new format.

Transfers

Warrants

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

Warrants

- Board Payment Approval List for November 15, 2018 payroll run in the amount of \$163,745.45 and November 30, 2018 payroll run in the amount of \$166,039.43.
- Board Payment Approval List for November 14, 2018 through December 14, 2018 in the amount of \$870,546.66.

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

Board Secretary/Business Administrator New Business:

New Business

It was moved by Mr. Ransome and seconded by Mrs. Bomba that the Board of Education approve the following items:

1. Request and Recommendation for Board of Education to terminate Services with School Professional Services, LLC.

Terminate Services with School Professional Services

It is recommended by the School Business Administrator for the Board of Education to terminate services with School Professional Services, LLC, Frank Badessa, as Treasurer of School Monies for SCSSSD and SCVTS for the Remainder of the 2018-2019 School Year at a fee of \$7,500 to be allocated to each district (SCSSSD \$3,750 and SCVTS \$3,750). Services to be terminated December 31, 2018. It will be recommended in personnel that this position be brought in house.

2. **Request and Recommendation by the School Business Administrator for the Board of Education to Approve Renewing the E-Mail Archiving Appliance through K12 USA.com From February 22, 2018 to February 21, 2019 for \$1,050.00**

Approve Renewal of K12USA.com for email Archiving

It is recommended by the School Business Administrator for the Board of Education to approve renewing the email archiving appliance through K12USA.com from February 22, 2018 to February 21, 2019 for \$1,050.00. This provides MessageGuard for the email system.

3. **Request and Recommendation by the School Business Administrator for the Board of Education to Approve the Surrender of Titles to Vehicles No Longer Owned by SCVTS.**

Approve surrender of Vehicle Titles

It is recommended by the School Business Administrator for the Board of Education to approve the surrender of motor vehicle titles to the automobiles no longer owned by SCVTS. These vehicles have been disposed of previously and the titles to these vehicles are still on hand. The titles need to be returned to the MJMVC to properly have them removed from our records.

4. **Request and Recommendation by the School Business Administrator to accept the RFP and award contract to Linchpin Solutions, LLC.**

Accept RFP and award contract to Linchpin Solutions

It is recommended by the School Business Administrator that the Board accept the RFP received at noon on November 22, 2018 for Third Party Evaluation Services for the 21st Century Community Learning Center Grant from Linchpin Solutions, LLC in the amount of \$15,000, and upon the recommendation of the Business Administrator may the Board award the bid to Linchpin Solutions, LLC in the amount of \$15,000 for Third Party Evaluation services for the 21st Century Community Learning Center Grant.

5. **Request and Recommendation by the School Business Administrator to accept the RFP and award the contract to Four Season Landscaping, LLC.**

Accept RFP and award contract to Four Season Landscaping

It is recommended by the School Business Administrator that the Board accept the RFP received for snow removal services at 11:00 a.m. on November 30, 2018 from Four Seasons Landscaping, LLC. Price per hour for all snow removal and de-icing of all paved lots, sidewalks and entrance ways - \$515 per hour per location, with a minimum charge of one hour.

Inches

0-3	\$1,545.00/location/event
3.01-6	\$1,777.00/location/event
6.01-9	\$2,008.00/location/event
9.01-12	\$2,317.00/location/event
12+	An additional \$500 added to the 9.01-12 price per inch over 12"
	Per location

It is further recommended by the Business Administrator that the Board of Education award the contract to Four Seasons Landscaping, LLC as follows: Price per hour for all snow removal and de-icing of all paved lots, sidewalks and entrance ways - \$515 per hour per location, with a minimum charge of one hour.

6. Request and Recommendation by the Business Administrator for the Board of Education to Approve the Disposal of the Following Item that is of No Further Use or Value.

It is requested by the Business Administrator that the Board of Education approve the disposal of item #1175, Brother IntelliFAX 775 that is no longer operational and of no use or value to the district programs. .

Approve disposal of Equipment

7. Request and Recommendation by the School Business Administrator to pay Frontline Education for software usage and implementation.

It is recommended by the School Business Administrator that the Board approve payment of \$7,590 to Frontline Education for Absence and Substitute Management software usage and implementation.

Approve payment to Frontline Education for Software Usage

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

SUPERINTENDENT'S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT

Superintendent's Report - SCVTS

New Business:

Personnel

Personnel

It was moved by Mr. Halter and seconded by Mrs. Smith that the Board of Education approve the following Personnel items:

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

	Name	Location	Position	Salary	Guide	Start Date
A.1	Patrick Fisher	Basketball	Head Coach	\$3,000	NA	11-16-18
A.2	Bruce Connell	Basketball	Asst. Coach	\$1,500	NA	11-16-18
B.	Rebecca Joyce	District Office	Consultant	\$40/hr not to exceed \$1,000	NA	12-1-18
C.	Edward Williams	Food Service	Driver	\$11.79/hr	NA	12-1-18
D.	Grant Leady	District	Custodial Level 3	\$22,987 prorated	L-III Step 1	12-16-18

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

	Name	Step	Salary	New Step	New Salary	
A.	Shane Scott	NA	Cumberland	\$85/day then BA-1 \$53,299 (prorated)	Science Vo-Tech	January 1, 2019
B.	Vivian	Admin	\$53,216	Admin Asst + cash	\$58,216	December 1,

Hampshire	Asst		rec		2018
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Request and Recommendation by the Superintendent for Board of Education Approval of the Termination of:

	Name	Location	Termination Date
A.	Edward Williams	Food Service-Driver	December 7, 2018

Request and Recommendation by the Superintendent for Board of Education Approval of the Increase in the Minimum Wage.

It is requested by the Superintendent that the Board of Education approve the 2019 minimum wage of \$8.85. The 2018 minimum wage was \$8.60.

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

PROFESSIONAL DEVELOPMENT:

Professional Development

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the following Professional Development items:

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 for School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
Showcase of Rutgers New Supply Chain Management Curriculum Showcase Rutgers University, New Brunswick, NJ 1/17/19	Tyrone Preyer	Mileage - \$65.10 Tolls - \$6.00 Parking - \$15.00	\$76.10 – Total Cost: Acct # 11-000-240-580-38-001 \$115.00 Substitute
LGBTQ Youth: Clinical Strategies to Support Sexual Orientation and Gender Identify Holiday Inn Cherry Hill 2175 West Marlton Pike Cherry Hill, NJ 1/25/19	Liza Duaine	Registration - \$199.99 Mileage - \$57.04 Tolls – \$1.25	\$257.29– Total Cost: Acct# 11-140-100-580-55-002 \$115.00 Substitute
LGBTQ Youth: Clinical Strategies to Support Sexual Orientation and Gender Identify Holiday Inn Cherry Hill	Nicole Pham	Registration - \$199.99 Mileage - \$57.04 Tolls – \$1.25	\$257.29 – Total Cost: Acct# 11-140-100-580-55-002

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2175 West Marlton Pike Cherry Hill, NJ 1/25/19			\$115.00 Substitute
<i>Techspo 2019</i> Sponsored by: NJASA Atlantic City, NJ 1/31/19- 2/1/19	Michael Allen Frank Maurer	\$450 Reg/ea \$ 50 Tolls & Mileage/ea \$95 Room Rate/ea	\$1,190
Beyond School Hours 21st CCLC Atlanta, Georgia 2/20/19 - 2/23/19	Lisa McClintock Jennifer Bates	\$594 Reg \$10 Tolls & \$75 Mileage/Transportation \$ 199 Room Rate/night \$350 Airfare \$231 Meals Incidentals	\$1857 pp Grant Funds (21st CCLC)
Rutgers Center for Effective School Practices, Mathematics Instruction 3/15/19	CTHS Staff	\$3,500	\$3,500
Italian Cuisine Boot Camp CIA 1946 Campus Drive Hyde Park, NY 12538-1499 4/9/19 – 4/12/19	Brian Quinn	Tuition - \$1795.00 Hotel - \$480.00 Mileage - \$104.16 Tolls - \$20.00 Meals - \$100.00	\$2499.16 – Total Cost: Acct# 11- 310-100-580-11- 002 \$460.00 Substitute

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

PROGRAMS:

Programs

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the following Program items:

Request and Recommendation for Board of Education Approval of Modifications to the 2018-2019 Perkins Secondary Spending Plan.

It is requested by the Superintendent that the Board of Education approve modifications to the 2018-2019 Perkins Secondary Spending Plan due to changes in prices and program needs. The revised Perkins Secondary Spending Plan is attached.

Request and Recommendation for Board of Education Approval to accept 2017-2018 Carryover Funds from the NJDOE for the NCLB Title IA, Title IIA, and Title IV Grants for use During the 2018-2019 School Year.

It is recommended by the Superintendent that the Board of Education grant approval to accept 2017-18 carryover funds from the NJDOE for the No Child Left Behind Consolidated Title IA and Title IIA Grant The funds will be used during the 2018-19 school year to improve program offerings.

Title IA - \$27,986
Title IIA - \$9,399
Title IV- \$1,115

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.

Request and Recommendation for Board of Education Approval of TASC test fees beginning January 1, 2019.

It is recommended by the Superintendent that the Board of Education approve the new test fees for TASC effective January 1, 2019. The new test fees are listed below.

TASC Assessment all battery \$102

Test Fees are \$10.40 per battery and \$10 Administrative Fee = \$20.40

Request and Recommendation for Board of Education Approval of an Updated Memorandum of Agreement to Operate an Air Force Junior ROTC at the Career and Technical High School.

It is recommended by the Superintendent that the Board of Education approve a Memorandum of Agreement with the Department of the Air Force to operate an Air Force Junior ROTC program SCVTS. The new agreement will begin on July 1, 2019.

Request and Recommendation for Board of Education Approval of the Application for a Walmart Community Grant up to \$5000 to be used with the 21st CCLC After School Program.

It is recommended by the Superintendent that the Board of Education approve to apply for a Walmart Community Grant up to \$5,000 to be used to provide after school enrichment as part of the 21st CCLC after school program.

Request and Recommendation for Board of Education Approval of the Contract with Camden County College for Professional Development Services Through Consultant in the Amount of \$18,000.

It is recommended by the Superintendent that the Board of Education approve an agreement with Camden County College's School Services Center to provide twelve (12) professional development sessions in the amount of \$1,500 per session for 12 sessions totally \$18,000.

Sessions to include best practices of in class support and pull out programs to include team teaching to provide high quality, school based professional development including instructional aide roles and responsibilities. ESEA Title IIA funds will be used.

Request and Recommendation for Board of Education Approval to Accept the Workforce Innovation and Opportunity Act In School Youth Grant funds from the Salem County Board of Social Services in the amount of \$35,947.65.

It is recommended by the Superintendent that the Board of Education accept the Workforce Innovation and Opportunity Act In School Youth Grant funds from the Salem County Board of Social Services in the amount of \$35,947.65. The grant contract runs from December 1, 2018 through June 30, 2019.

Request and Recommendation for Board of Education Approval to Accept the Workforce Innovation and Opportunity Act Out of School Youth Grant funds from the Salem County Board of Social Services in the amount of \$39,000.

It is recommended by the Superintendent that the Board of Education accept the Workforce Innovation and Opportunity Act Out of School Youth Grant funds from the Salem County Board of Social Services in the amount of \$39,000. The grant contract runs from December 1, 2018 through June 30, 2019.

Request and Recommendation for Board of Education Approval of the Eighteenth Annual Air Force Junior ROTC Military Ball on Friday, January 26, 2019.

One hundred and forty (140) students and eight (8) chaperones to participate in the Eighteenth Annual Air Force Junior ROTC Ball on Friday, January 25, 2018 from 6:00pm to 10:00pm at the Riverview Inn in Pennsville, NJ.

Cost to Student:

140 x \$40.00 per student

\$5600.00 (Acct # ROTC Student Activity)

Entertainment (DJ)

\$ 550.00 (Acct # ROTC Student Activity)

Cost to District:

8 x \$40.00 per chaperone \$320.00 (Acct #11-401-100-610-029-02)

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
Approve FFA members to work with biologist and other volunteers to clean out Wood Duck boxes at Supawna Meadows National Wildlife Refuge.	January 13, 2019	\$0

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 attached.

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

POLICY

Policy

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the following Policy items:

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:

- P 4413 Overtime Compensation (Revised)**
- P 4124 Employment Contract (Revised)**

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

Old Business: None

INFORMATIONAL ITEMS

Informational Items

It was moved by Mr. Ransome and seconded by Mr. Bomba that the Board of Education approve the following Informational items:

- Assistant Superintendent Report
- CTHS Principal's Report
- CTHS Discipline Report
- SCVTS Program Enrollment Report

There was discussion regarding the new Mechatronics Program with Salem Community College. There is CTE bond money available, but the County Freeholders must contribute a percentage of the money in order to access the bond funds.

The Accreditation Team from Middle States is scheduled to be onsite from April 9th through 12th.

Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCVTS – No Report

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

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

Board Secretary Report – SCSSSD

It was moved by Mr. Ransome and seconded by Mrs. Bomba that the Board of Education approve the following items:

Board Secretary Report

Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 2018, September 2018, and October 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

December 18, 2018

Date

Treasurer’s Report – No Report

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.

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.

Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds for July 2018 through November 2018. All transfers that occurred during this school year are included in order to present them in their new format.

Transfers

Warrants

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

Warrants

- Board Payment Approval List for November 15, 2018 payroll run in the amount of \$292,381.57 and November 30, 2018 payroll run in the amount of \$269,521.49.
- Report of Payments from November 16, 2018 through December 17, 2018 totaling \$449,755.13

Board Secretary/Business Administrator New Business:

New Business

Request and Recommendation by the School Business Administrator to accept the RFP and award the contract to Four Season Landscaping, LLC. It is recommended by the School Business Administrator that the Board accept the RFP received for snow removal services at 11:00 a.m. on November 30, 2018 from Four Seasons Landscaping, LLC. Price per hour for all snow

Accept RFP and award contract to Four Season Landscaping

removal and de-icing of all paved lots, sidewalks and entrance ways - \$515 per hour per location, with a minimum charge of one hour.

<u>Inches</u>	
0-3	\$1,545.00/location/event
3.01-6	\$1,777.00/location/event
6.01-9	\$2,008.00/location/event
9.01-12	\$2,317.00/location/event
12+	An additional \$500 added to the 9.01-12 price per inch over 12" Per location

It is further recommended by the Business Administrator that the Board of Education award the contract to Four Seasons Landscaping, LLC as follows: Price per hour for all snow removal and de-icing of all paved lots, sidewalks and entrance ways - \$515 per hour per location, with a minimum charge of one hour.

Request and Recommendation by the School Business Administrator to renew the Annual Service Contract with South Jersey Water Conditioning Service, Inc.

It is recommended by the School Business Administrator that the Board renew the annual service contract with South Jersey Water Conditioning Service, Inc. to provide water conditioning services at Daretown Campus at a rate of \$308 for the year. The new contract is scheduled to begin 12/1/18 and remain in force until 11/30/19.

Renew Service Contract with South Jersey Water Conditioning Service

Request and Recommendation by the School Business Administrator for Board approval to provide CFY Supervision as a Related Service.

It is recommended by the School Business Administrator that the Board approve Clinical Fellowship Year (CFY) Supervision at a flat rate of \$2000 for the year as an additional related service we can offer to other School Districts. A district employee that is a Certified ASHA member with their CCC would provide 2 hours per month of direct supervision and 2 hours per month of indirect supervision for a Speech Language Therapist. We have been approached by Commercial School District to provide this service.

Approval to provide CFY Supervision as a Related Service

Request and Recommendation by the Business Administrator for the Board of Education Approval to Provide Handle With Care Training to Alloway Township School.

It is recommended by the Business Administrator for the Board of Education to approve Frank Maurer, a Handle with Care certified trainer to provide a one-day Handle with Care training to staff at Alloway Township School for a fee of \$250.00.

Approval to provide Handle with Care Training to Alloway Twp School

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

SUPERINTENDENT'S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

Superintendent's Report - SCSSSD

New Business:

PERSONNEL:

Personnel

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the following Personnel items:

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

	Name	Location	Position	Salary	Guide	Start Date
A.	Kyra Urion	Cumberland	Paraprofessional	\$17,934 (prorated)	IA-1	November 16, 2018

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B.	Shariff Green	Daretown	Paraprofessional	\$18,034 (prorated)	IA-2	January 1, 2019
C.	Rebecca Joyce	District Office	Consultant	\$40/hr to to exceed \$1,000	NA	December 1, 2018
D.	Jamie Sorin	Related Services	Speech Language	\$56,821 (prorated)	MA30-1	January 1, 2019

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

	Name	Step	Salary	New Step	New Salary
A.	Shannon Jones	NA	Cumberland	NA	LAC
B.	Stephanie Carney	NA	Upper Pitts	NA	Cumberland
C.	Shane Scott	NA	Cumberland	NA	Vo-Tech
D.	Jessica Wolfe	NA	1-1 ASD	NA	1-1 MD
E.	Kyra Urion	NA	Paraprofessional	NA	1-1ASD
F.	Vivian Hampshire	Admin Asst	\$53,216	Admin Asst + cash rec	\$58,216
G.	Timothy Zane	CB-AP	\$32,500	CB-PR	\$37,500

Request and Recommendation by the Superintendent for Board of Education Approval of the Resignation of:

	Name	Location	Resignation Date
A.	Gina Abbott	District-Payroll	December 31, 2018
B.	Jaquan Dunn	Cumberland-Paraprofessional	December 7, 2018
C.	Kelly Bonner	Cumberland-Paraprofessional	December 31, 2018

Request and Recommendation by the Superintendent for Board of Education Approval of FMLA & NJFLA of:

	Name	Location	FMLA Begin Date	FMLA End Date
A.	Julie Bilinski	Salem Campus	FMLA 1/7/19 NJFLA 3/4/19	FMLA 3/1/19 NJFLA 4/26/19
B.	John Bilinski	Salem Campus	NJFLA 1/16/19	NJFLA 1/30/19
C.	John Bolil	District Office	FMLA 1/7/19	FMLA 2/21/19

Request and Recommendation by the Superintendent for Board of Education Approval of the Increase in the Minimum Wage.

It is requested by the Superintendent that the Board of Education approve the 2019 minimum wage of \$8.85. The 2018 minimum wage was \$8.60.

Request and Recommendation by the Superintendent for Board of Education Approval of the Leave of Absence for Lucia Ingraldi-Marino.

It is requested by the Superintendent that the Board of Education approve the leave of absence for Lucia Ingraldi-Marino from April 2, 2019 to April 17, 2019.

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

PROGRAMS:

Programs

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the following Program items:

Request and Recommendation for Board of Education Approval of the Request for Concurrent Placement for Shannon Jones.

It is recommended by the Superintendent that the Board of Education approve the request for concurrent placement for Shannon Jones beginning January 2019 through May 2019. This is a 60 hour practicum experience with Cumberland Campus. Ms. Brenda Russell, teacher at the Cumberland Campus, will mentor Ms. Jones.

Request and Recommendation for Board of Education Approval of the Clinical Experience in Special Education for Lisa Foutz.

It is recommended by the Superintendent that the Board of Education approve the Clinical Experience in Special Education for Cumberland Campus teacher, Lisa Foutz, beginning January 22, 2019 through March 15, 2019. Ms. Foutz will be mentored by Jill Reistle, teacher.

Request and Recommendation for Board of Education Approval of a Pay It Forward Project Fundraiser for the Cumberland Campus.

It is recommended by the superintendent that the Board of Education approve a Pay It Forward Project Fundraiser for the Cumberland Campus. This fundraiser is being organized by Robert VanNote, Eagle Scout, with proceeds going towards the purchase of gait-training equipment.

Request and Recommendation for Board of Education Approval of Arby's as a Transitional Career Program (TCP) work site.

It is recommended by the Superintendent that the Board of Education approve Arby's located at 3850 S. Delsea Drive, Vineland, NJ as a Transitional Career Program (TCP) work site.

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

It is recommended by the Superintendent that the Board of Education approve the curriculum in action field trips for the Salem County Special Services Schools. Experiences for approval are listed in the chart attached.

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

PROFESSIONAL DEVELOPMENT:

Professional Development

It was moved by Mr. Ransome and seconded by Mrs. Smith that the Board of Education approve the following Professional Development items:

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

SALEM COUNTY SPECIAL SERVICES BOARD OF EDUCATION MINUTES-DECEMBER 18, 2018

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 for School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
<i>Techspo 2019</i> Sponsored by: NJASA Atlantic City, NJ 1/31/19-2/1/19	Harry Rodriguez	\$450 Reg/ea \$ 50 Tolls & Mileage/ea \$95 Room Rate/ea	\$595
<i>Philadelphia Autism Conference</i> Sponsored by: Future Horizons Location TBA April 12, 2019	Mary Reilly	\$135 Reg. \$85 Sub No Mileage or Tolls	\$220
<i>Trauma-informed Yoga</i> Sponsored by: Pesi February 22, 2019	Lucia Ingraldi-Marino	\$199.99 Reg. \$59.98 Course Workbooks	\$259.97
<i>AAC In The Desert 2019</i> Sponsored by: AAC Intervention & Compers February 27,2019 - March 1, 2019	Stephanie Weiser	\$450 Reg. \$392.40 Airfare \$60 Baggage \$196 Meals \$344 Room	\$1,442.40

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

POLICY

Policy

It was moved by Mrs. Bomba and seconded by Mr. Ransome that the Board of Education approve the following Policy items:

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:

- P 4413 Overtime Compensation (Revised)
- P 4124 Employment Contract (Revised)

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

Old Business: None

INFORMATIONAL ITEMS

Informational Items

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the following Informational items:

Request and Recommendation for Board of Education to Accept the Student Placement and Student Financial Report for the Month of December.

It is recommended that the Board of Education to accept the Student Placement Report and Student Financial Report for the month of December.

Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCSSSD – No Report

Principal's/Administrator's Reports

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

Ayes (5) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba, Mrs. Julie Smith

Noes (0) Abstain (0) Non Vote (0)

RECESS INTO EXECUTIVE SESSION

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: Food Service Personnel Litigation
8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically: Business office organization
9. Matters involving quasi-judicial deliberations, and specifically: _____

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board of Education will return to open session to conduct business at the conclusion of the executive session.

RESUMPTION OF PUBLIC PORTION OF THE MEETING – 8:08 p.m.

ADJOURNMENT – 8:08 P.M.

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education meeting be adjourned at 8:08 p.m.

Ayes (4) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba
Noes (0) Abstain (0) Non Vote (0)

Respectfully Submitted,



Dr. Jennifer Bates
Acting Business Administrator/Board Secretary

Resumption of
Public Portion of
Meeting
Adjournment