

THE BOARD OF EDUCATION FOR SPECIAL SERVICES SCHOOL DISTRICT &  
VOCATIONAL TECHNICAL SCHOOL DISTRICT OF THE COUNTY OF SALEM  
BOARD OF EDUCATION MINUTES – NOVEMBER 20, 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, November 20, 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

Roll Call

**Members Absent:** Ms. Margaret Nicolosi, Mr. James Davis, Mrs. Julie Smith

**Others Present:** John Swain, Superintendent, Dr. Jane Whittinghill, Director of Related Services and Principal of Upper Pittsgrove Campus, Lisa McClintock, Director 21<sup>st</sup> Century, Jason Helder, Principal, SCVTS and Maria Alleva, Director of Adult Education

Approval of Minutes

It was moved by Mrs. Bomba and seconded by Mr. Ransome that the Board of Education approve the minutes from the October 19, 2018 Board of Education Meetings.

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

Acceptance of Addenda Items

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

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

Audience Participation

**AUDIENCE PARTICIPATION I - None**

**BOARD OF EDUCATION BUSINESS**

Old Business

New Business

Old Business-None

New Business-None

Correspondence-None

Presentations

Presentations

1. Sheriff Chuck Miller and Prosecutor John Lenahan
2. Robert Chick - Pay It Forward Project - Cumberland Campus
3. SCVTS Student Government
4. Student of the Month - Upper Pittsgrove - Skyler Lugo

Board Secretary Report - SCVTS

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

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

**Transfer of Funds**

It is recommended that the Board of Education approve the transfer of funds for the month of October

Transfer of Funds

**Warrants**

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

Warrants

- Board Payment Approval List from October 16, 2018 through November 18, 2018 for \$458,465.35
- Payroll Check Registers ending October 15, 2018 in the amount of \$152,034.73
- Payroll Check Register ending October 30, 2018 in the amount of \$150,325.62

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

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

**Board Secretary/Business Administrator New Business:**

New Business

- 1. Request and Recommendation for Board of Education Approval of a Refund to the AWS Foundation in the amount of \$200.**

Approval of Refund to AWS Foundation

It is recommended by the Business Administration for Board of Education approval to refund \$200 to the American Welding Society Foundation. The AWS Foundation awarded a scholarship for an Adult Welding Program student to cover her tuition costs in the amount of \$1,000. Tuition for the program is \$800. The AWS Foundation awards scholarship with the disclaimer that any remaining balance after tuition is to be returned to the AWS Foundation.

- 2. Request and Recommendation for Board of Education Approval of a Refund to an Adult Program Student in the amount of \$250.**

Approval of Refund to Adult Program Student

It is recommended by the Business Administrator for Board of Education approval to refund tuition in the amount of \$250 to Adult Welding Program Student EG. EG received a scholarship from the American Welding Society Foundation to cover her tuition.

- 3. Request and Recommendation for Board of Education Approval of the Lease Agreement between Salem Community College and Salem County Vocational Technical School.** It is recommended by the Business

Approval of Lease Agreement with Salem Community College

Administrator for Board of Education approval of the leasing agreement with Salem Community College in the amount of \$24,767 per year, which includes instructional space and offices for a total of approximately 2,980 square feet for the Adult Education programs.

- 4. Request and Recommendation for Board of Education Approval of the Contract with Eurofins for water sample analysis.** It is recommended by the Business Administrator for Board of Education approval of the contract with Eurofins for increased water analysis to comply with new state requirements.

Approval of Eurofins Contract

- 5. Request and Recommendation for Board of Education Approval of the SJPC 2018 Electric Bid.** It is recommended by the Business Administrator for Board of Education approval to accept the attached SJPC 2018 Electric Bid and Summary for SCVTS.

Approval of SJPC 2018 Electric Bid

- 6. **Request and Recommendation for Board of Education Approval of the Annual Maintenance Budget Amount Worksheet.** It is recommended by the Business Administrator for Board of Education approval of the NJ DOE School Facilities Annual Maintenance Budget Amount Worksheet required per N.J.A.C. 6A:26A attached, showing no Maintenance Reserve
- 7. **Request and Recommendation for the Board of Education Approval to Accept and Approve the Comprehensive Maintenance Plan.** It is recommended by the Business Administrator that the Board of Education accept and approve the attached Comprehensive Maintenance Plan for 2018 through 2021.

Approval of Annual Maintenance Budget Worksheet

Approval of Comprehensive Maintenance Plan

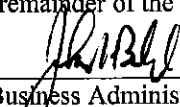
*Ayes (4) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba  
Noes (0) Abstain (0) Non Vote (0)*

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

**Board Secretary Report**

Corrected Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the months of July 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.

Corrected Board Secretary Report for July

  
 \_\_\_\_\_ November 20, 2018  
 Business Administrator/Board Secretary Date

**Reconciliation of Cash for School Funds Report**

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

Reconciliation of Cash

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

**SUPERINTENDENT'S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT**

Superintendents Report

**New Business:**

**PERSONNEL:**

Personnel

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education agree to table item 3 below.

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

It was moved by Mr. Ransome and seconded by Mrs. Bomba that the Board of Education approve items 1, 2, and 4 below

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

	Name	Location	Position	Salary	Guide	Start Date
A.	Kimberly Cox	Food Service	PT-Food Service Aide	\$12,118 (80% of \$15,147)	NA	10-1-18
B.	Nancy Brown	Food Service	PT-Food Service Aide	\$12,118 (80% of \$15,147)	NA	10-29-18
C.	Robert Sample	Custodial	FT- Custodian	\$26,130 (prorated)	Level 2-4	10-16-18

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

	Name	Step	Salary	New Step	New Salary
A.					

**3. Request and Recommendation by the Superintendent for Board of Education Approval of the Termination of:**

	Name	Location	Resignation Date
A.	Kimberly Cox	Food Service	November 15, 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.	Grace Bush	CTHS	10-22-18	11-30-18
B.	Lawrence Crawford	Maintenance	11-21-18	02-11-19
C.	Kristen Redkoles-Polk	CTHS	01-01-19 (FMLA) 02-13-19 (NJFLA) 05-15-19 (LOA)	02-12-19 (FMLA) 05-14-19 (NJFLA) 06-30-19 (LOA)

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

Professional Development

**PROFESSIONAL DEVELOPMENT:**

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

- 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.

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Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
<i>Corrective Action Plans &amp; Progressive Supervision</i> Sponsored by: ETTC Galloway, NJ 11/13/18	Frank Maurer	\$178 Reg. Fee \$41.35 Mileage	\$219.35
<i>Stand Up for Salem Narcan Training</i> Sponsored by: SCRATCH/Stand Up for Salem, Salem, NJ November 19, 2018	Rebecca Dorrell	No Reg. Fee \$4.34 Mileage \$125 Substitute	Total \$129.34
Educators Day at The Restaurant School of Philadelphia at Walnut Hill College. December 7, 2018	Brian Quinn	No cost for registration or travel or meals \$115 Substitute	Total \$115.00
NJ DOE: Creating Instructional Units for English Language Arts. 10 sessions over the balance of the 2018-2019 school year	Leo Maisey	No cost for registration or travel or meals \$115 Substitute	Total: \$1,150.00

*Ayes (4) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba  
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 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
Financial Algebra	Applied Algebra II	978:1337271790

**Request and Recommendation for Board of Education Approval of Evening Culinary Arts Reinforcement Classes from January 2019 through May 2019.** It is recommended by the Superintendent that the Board of Education approve of evening culinary arts reinforcement classes. Classes would be available to students and their parents twice a month from January through May 2019 as scheduled by the instructor and Principal. The classes would allow parents to gain a better understanding of the students' level of interest and skill in the CTE program and give parents first-hand knowledge of the commitment needed to continue their studies in college. There would be no food costs as food usage would be planned as part of food service staff lunch. There would be no cost to students, parents would be asked to give a \$10 donation to offset

instructor costs and any food overage. The instructor would be paid \$30.00 per hour for three hours per session.

**Request and Recommendation for Board of Education Approval of a High School Plus Agreement with Camden County College.** It is recommended by the Superintendent that the Board of Education approve a High School Plus Program agreement between Camden County College and SCVTS for the Child Care and Early Childhood Education program. This agreement allows eligible high school students to take degree credit courses at a reduced tuition rate. The agreement expires June 30, 2019.

**Request and Recommendation for Board of Education Approval to Provide a CPR/Basic Lifesaving Skills Training Course for SCVTS Child Care/TLC Staff.** It is recommended by the Superintendent that the Board of Education approve the Salem County Adult Education Program to provide a CPR/Basic Lifesaving Skills Training course to SCVTS TLC/Child Care Staff and students. All participants will receive an American Heart Association CPR/BLS certificate. Cost is \$10.00 per person. Wandra Wells, a full time SCVTS Adult Education employee, will teach the course. The course will be held at the SCVTS Campus, on November 28, 2018. The cost of the training for students will be paid through Perkins Secondary funds. The cost for the training for staff will be paid from Career and Technical High School funds.

**Request and Recommendation for Board of Education Approval of Adult Post-Secondary Program Offerings Beginning January 2019.** It is recommended by the Superintendent that the Board of Education grant approval of Adult Post-Secondary Program Offerings beginning January 1, 2019. Programs will formally incorporate workplace readiness skills and assessments.

CTE Post-Secondary Program	Start	End
Certified Nurse Aide	January 28, 2019	March 22, 2019
	April 29, 2019	June 28, 2019
	January 29, 2019 (CTHS students - evening course)	June 13, 2019 (CTHS students - evening course)
Patient Care Tech	February 4, 2019	April 17, 2019
Medical Assistant	April 1, 2019	July 15, 2019

**Request and Recommendation by the Superintendent for Board of Education Approval of Kate Conyers, Brookdale Alternate Route Student, to complete the Alternate Route 20 Clinical Hour requirement for certification.** It is recommended by the Superintendent that the Board of Education grant approval for Kate Conyers, a Brookdale Alternate Route Student, to complete the Alternate Route 20-hour requirement for certification with Dr. Jennifer Bates at the Salem County Vocational Technical School. Dr. Bates is an approved by Brookdale Community College to provide the Alternate Route program at the SCVTS campus.

**Request and Recommendation for Board of Education Approval to accept the submission of the NJQSAC Statement of Assurance and District Improvement Plan for the Salem County Vocational Technical School District.** It is recommended by the Superintendent that the Board of Education accept the submission of the NJQSAC Statement of Assurance and District Improvement Plan for the Salem County Vocational Technical School District. This is an annual requirement of the New Jersey Quality Single Accountability Continuum (NJQSAC).

**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.

**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	DATE OR WEEK OF THE ACTIVITY
A.	FFA	Poinsettia Sale. Plants will sell for \$10.00 with all proceeds supporting FFA activities	November 26 – December 21, 2018
B.	Class of 2022	Grasshopper Shoppe fundraiser. 20% of group sales during a designated period of time support the Class of 2022	December 7 – December 13, 2018
C.	FFA	Breakfast with Santa. Tickets are \$10.00 for adults and \$5.00 for children	December 15, 2018
D.	HOSA	Double Good Popcorn Fundraiser	January 7 – January 31, 2019

**Request and Recommendation for Board of Education Approval to apply for the in School Youth Program Services for the Salem County Board for Social Services grant in the amount up to \$40,000.** It is recommended by the Superintendent that the Board of Education grant approval for the district to apply for the in School Youth Program Services offered through the Salem County Board for Social Services in the amount up to \$40,000 beginning December 1, 2018 through June 30, 2019.

**Request and Recommendation for Board of Education Approval to apply for the Out School Youth Program Services for the Salem County Board for Social Services grant in the amount up to \$76,000.** It is recommended by the Superintendent that the Board of Education grant approval for the district to apply for the Out of School Youth Program Services offered through the Salem County Board for Social Services in the amount up to \$76,000 beginning December 1, 2018 through June 30, 2019.

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

Policy

**POLICY**

**Request and Recommendation for Board of Education Approval of the first reading of the policies listed below.**

It is recommended by the Superintendent that the Board of Education approve the first reading of the following district policies:

**P 4413 Overtime Compensation (Revised)**

**P 4124      Employment Contract (Revised)**

It was moved by Mr. Halter and seconded by Mrs. Bomba that the Board of Education approve the Policy items above

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

**Old Business: None**

**INFORMATIONAL ITEMS**

Informational  
Items

CTHS Principal's Report  
CTHS Discipline Report  
SCVTS Program Enrollment Report

1. Information regarding a CTHS student (ID# 102154) who has requested to independently manage his/her diabetes in school on a daily basis. (Information available upon request).
2. Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCVTS – No Report.

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

Board Secretary  
Report - SCSSSD

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

**Reconciliation of Cash for School Funds Report**

Reconciliation of  
Cash

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

**Transfer of Funds**

Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds for the month of October.

**Warrants**

Warrants

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

- Board Payment Approval List from November 16, 2018 totaling \$713,589.52.
- Payroll Check Register ending October 15, 2018 in the amount of \$296,189.28
- Payroll Check Register ending October 30, 2018 in the amount of \$287,203.74

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

**Board Secretary/Business Administrator New Business:**

New Business

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



- 1. Request and Recommendation for Board of Education Approval of the Contract with Eurofins for water sample analysis.**  
It is recommended by the Business Administrator for Board of Education approval of the contract with Eurofins for increased water analysis to comply with new state requirements.

Approval of Eurofins contract
- 2. Request and Recommendation for Board of Education Approval of the SJPC 2018 Electric Bid.** It is recommended by the Business Administrator for Board of Education approval to accept the attached SJPC 2018 Electric Bid and Summary for SCSSSD.

Approval of SJPC Electric Bid
- 3. Request and Recommendation for Board of Education Approval of the Annual Maintenance Budget Amount Worksheet.** It is recommended by the Business Administrator for Board of Education approval of the NJ DOE School Facilities Annual Maintenance Budget Amount Worksheet required per N.J.A.C. 6A:26A attached, showing a Maintenance Reserve amount of \$100,000.

Approval of Annual Maintenance Budget Worksheet
- 4. Request and Recommendation by the School Business Administrator to go out to re-bid for Snow Removal Services.** It is recommended by the Business Administrator that the Board of Education approve the Business Administrator to re-advertise for snow removal services for Daretown and Cumberland Campus. There was a question from Mr. Ransome as to why this was necessary. Mr. Bolil explained that we had revised the specifications.

Approval of Re-Bid for Snow Removal Services
- 5. Request and Recommendation by the School Business Administrator for Board of Education Approval of the attached contract with Dandrea Construction.** It is recommended by the Business Administrator that the Board of Education approve the attached contract with Dandrea Construction Company for the new Security Vestibule Service Window at the Cumberland Campus at a cost of \$57,900.00

Approval of contract with Dandrea Construction
- 6. Request and Recommendation by the School Business Administrator for Board of Education Approval of the Affiliation Agreement with Harcum College.** It is recommended by the Business Administrator that the Board of Education approve the Affiliation Agreement with Harcum College to provide Occupational Therapy students with clinical training experience.

Approval of Affiliation Agreement with Harcum College
- 7. Request and Recommendation by the School Business Administrator for Board of Education Approval of the payment of Membership Dues for J. Bolil to the Governmental Purchasing Association of NJ.** It is recommended by the Business Administrator that the Board of Education approve the payment of annual membership dues in the amount of \$100.00 for J. Bolil. This membership provides him with the opportunity to take classes toward maintaining his QPA status, enabling higher bid threshold amounts for the district.

Approval of Payment of Membership Dues to GPANJ
- 8. Request and Recommendation by the School Business Administrator that the Board of Education Approve GCSSD Transportation Contracts.** It is recommended by the school business administrator that the Board of Education approve the following GCSSD Transportation contracts:

Approval of GCSSD Transportation Contracts

Route Y1445 - Williams	Route Y794#1 - Williams
Route Y978#1 - Williams	Route Y1173#1 - Williams
Route Y1173#2 - Williams	Route Y1309#2 - Wyshinski
Route Y1309#3 - Wyshinski	Route Y1384#1 - Delaware City
Route Y1414#1 - Williams	Route Y1414#2 - Williams
Route Y1434#1 - Wyshinski	Route SS430#2 Wyshinski

9. **Request and Recommendation for the Board of Education Approval to Accept and Approve the Comprehensive Maintenance Plan.** It is recommended by the Business Administrator that the Board of Education accept and approve the attached Comprehensive Maintenance Plan for 2018 through 2021.

Approval of  
Comprehensive  
Maintenance Plan

*Ayes (4) Mr. Linwood Donelson, Mr. Earl Ransome, Mr. Daryl Halter, Ms. Patty Bomba*  
*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. Ransome and seconded by Mr. Halter that the Board of Education agree to table item 3 below.

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

It was moved by Mrs. Bomba and seconded by Mr. Ransome that the Board of Education approve items 1, 2, and 4 below.

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

	Name	Location	Position	Salary	Guide	Start Date
A.	Emily Bayes	UPS	Paraprofessional	\$17,934 (prorated)	IA-1	October 16, 2018
B	Stephanie Carney	Cumberland	Paraprofessional	\$18,234 (prorated)	IA-4	November 16, 2018
C.	Kara Trovato	CST	Social Worker	\$60,236 (90% of \$66,929) (prorated)	MA-13	November 16, 2018
D.	Eric Bramell	Cumberland	Paraprofessional	\$18,334 (prorated)	IA-5	November 16, 2018
E.	Morgan Skinner	UPS	Paraprofessional	\$17,934 (prorated)	IA-1	November 16, 2018
F.	Rhonda Jo Garrison	Cumberland	Paraprofessional	\$17,934 (prorated)	IA-1	November 1, 2018
G.	Rachel DeSantis	EIP	Speech	\$70/hour	NA	November 1, 2018

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

	Name	Step	Salary	New Step	New Salary
A.	Malik Jones	IA-3	100% \$18,134	IA-3	80% \$14,507
B.	Stacy Lockwood	NA	\$75,393	NA	\$82,247 & \$50/mo phone allowance

**3. Request and Recommendation by the Superintendent for Board of Education Approval of the Resignation/Termination of:**

	Name	Location	Resignation Date
A.	Sarah Moore	Daretown	Oct. 26, 2018
B.	Candace Talley	Daretown	Nov. 30, 2018

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

	Name	Location	FMLA Begin Date	NJFLA End Date
A.	Jill Reistle	Cumberland	November 4, 2018	December 3, 2018
B.	Sydney Farrell	Salem	September 18, 2018	November 10, 2018

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

Programs

**PROGRAMS:**

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

**Request and Recommendation of the Superintendent for Board of Education Approval of the QSAC District Improvement Plan for Salem County Special Services School District.**

It is recommended by the Superintendent that the Board of Education approve the QSAC District Improvement Plan for Salem County Special Services School District.

**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.

**Request and Recommendation for Board of Education Approval of a Tee Shirt and Hoodie Sale Fundraiser for the Cumberland and Salem Campuses.** It is recommended by the superintendent that the Board of Education approve a Tee Shirt and Hoodie Sale fundraiser for the Cumberland and Salem Campuses. The sale will run November 21, 2018 through November 28, 2018 and will be entered into the general fund for the Prom.

**Request and Recommendation for Board of Education Approval of a Poinsettia Sale Fundraiser for the Cumberland and Salem Campuses.** It is recommended by the

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superintendent that the Board of Education approve a Poinsettia Sale fundraiser for the Cumberland and Salem Campuses. The sale will run November 21, 2018 through November 29, 2018 and will be entered into the general fund for the Prom.

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

**PROFESSIONAL DEVELOPMENT:**

Professional  
Development

It was moved by Mr. Ransome and seconded by Mr. Halter 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.**  
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>NJ Assoc. Of School Social Workers Fall Workshop</i> Sponsored by: NJ Assoc. Of School Social Workers Monroe Twp., NJ October 23, 2018	Maureen Lewis	\$95 - Reg. \$41.17 - Mileage	<b>\$136.17</b>
<i>Stand Up for Salem Narcan Training</i> Sponsored by: SCRATCH/Stand Up for Salem Salem, NJ - 11/19/18	Jane Smith	No Reg. Fee \$7.44 Mileage \$125 Sub	<b>\$132.44</b>
	Michelle Martins	\$7.44	<b>\$7.44</b> <b>\$139.84 Total</b>
<i>Pediatric Trauma Care</i> Sponsored by: Cooper Cherry Hill, NJ 11/30/18	Jane Smith	\$50 Reg. Fee \$14.88 Mileage \$125 Sub	<b>\$189.88</b>
	Michelle Martins	\$50 Reg. Fee \$16.12 Mileage \$125 Sub	<b>\$191.12</b> <b>\$381 Total</b>
<i>Corrective Action Plans &amp; Progressive Supervision</i> Sponsored by: ETTC Galloway, NJ 11/13/18	Vivian Hampshire	\$178 Reg. Fee \$41.35 Mileage	<b>\$219.35</b>
<i>Transgender Student Rights- Interpreting Legal Gray Areas</i> Sponsored by: National Business Institute Webinar - 11/27/18	Lindsay Quinn	\$299 Reg. \$45 Sub (½ Day)	<b>\$344.00</b>
<i>ProLoQuo260 Professional Development</i> Sponsored by ProLoQuo260	Shannon Perkins	No Cost	<b>No Cost</b>

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Clayton, NJ 11/16/18			
<i>Philadelphia Autism Conference</i> Sponsored by Future Horizons Philadelphia, PA 4/12/19	Shannon Perkins	No Cost	No Cost
<i>Four-Day Foundations of Community-Based Training Series for Students with Disabilities</i> Sponsored by: NJ DOE/Rutgers Mullica Hill, NJ Dates: 11/12/18; 12/4/18; 1/3/19; 1/15/19	Jessica Monahan	Reg is Free \$51.58 Mileage \$85 - Sub	<b>Mileage</b> <b>\$228.40 per day x 4</b> <b>days of training</b> <b>totals \$913.60</b>
	Lindsay Quinn	Reg is Free \$59.52 Mileage \$85 - Sub	<b>Substitutes</b> <b>\$340 per day x 4</b> <b>days of training</b> <b>totals</b> <b>\$1,360</b>
	Tyler Day	Reg is Free \$34.97 Mileage \$85 - Sub	
	Amy Wright	Reg is Free \$40.42 Mileage \$85 - Sub	
	Oliver Avis	Reg is Free \$41.91 Mileage \$85 - Sub	

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

Policy

**POLICY**

**Request and Recommendation for Board of Education Approval of the first reading of the policies listed below.** It is recommended by the Superintendent that the Board of Education approve the first reading of the following district policies:

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

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

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

**INFORMATIONAL ITEMS**

Informational  
Items

**Request and Recommendation for Board of Education to Accept the Student Placement and Student Financial Report for the Month of November.** It is recommended that the Board of Education to accept the Student Placement Report and Student Financial Report for the month of November. This report has been modified after the last meeting to give more accurate and greater detail to the Board of Education.

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

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

**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 Campus
- Daretown
- Salem Campus
- Upper Pittsgrove

**AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION – None**

Audience Participation

**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: PGCP Student Re-admittance - Alternative School, staffing changes
2. Matters in which the release of information would impair the right to receive government funds, and specifically: \_\_\_\_\_
3. Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically: \_\_\_\_\_
4. Matters concerning negotiations, and specifically: \_\_\_\_\_
5. Matters involving the purchase of real property and/or the investment of public funds, and specifically: \_\_\_\_\_
6. Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically: \_\_\_\_\_
7. Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically: \_\_\_\_\_
8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically: Treasurer/Cash Reconciliation

9. Matters involving quasi-judicial deliberations, and specifically: \_\_\_\_\_

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

**FURTHER RESOLVED** that the Board of Education will/will not return to open session to conduct business at the conclusion of the executive session.

**RESUMPTION OF PUBLIC PORTION OF THE MEETING – 8:55 p.m.**

Resumption of  
Public Portion of  
the Meeting

It was moved by Mr. Halter and seconded by Mrs. Bomba to take SCVTS Personnel Item number 3 off the table.

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

It was moved by Mr. Halter and seconded by Mrs. Bomba to vote on SCVTS Personnel Item number 3.

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

It was moved by Mr. Halter and seconded by Mr. Ransome to take SCSSSD Personnel Item number 3 off the table.

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

It was moved by Mr. Halter and seconded by Mr. Ransome to vote on SCSSSD Personnel Item number 3.

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

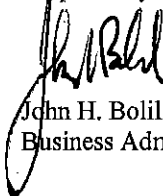
**ADJOURNMENT – 8:57 P.M.**

Adjournment

It was moved by Mr. Ransome and seconded by Mr. Halter that the Board of Education meeting be adjourned at 8:57 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,



John H. Bolil  
Business Administrator/Board Secretary