

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

Regular Board of Education Meeting
880 Route 45, Woodstown, NJ 08098
Tuesday, June 4, 2019 at 7:00 p.m.

AGENDA

I. PLEDGE OF ALLEGIANCE TO THE FLAG

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

II. CALL TO ORDER

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

III. ROLL CALL

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

IV. MINUTES

It is recommended that the Board of Education approve the Minutes and Executive Minutes of the May 7, 2019 Board of Education Meetings.

V. ADDENDA

A. Acceptance of Agenda Addenda Items SCVTS

Action: Approved _____ Disapproved _____ Held for Study _____
Motion by: _____
Second by: _____
Mr. Davis _____ Mr. Ransome _____
Mr. Donelson _____ Mrs. Bomba _____
Mr. Halter _____ Ms. Nicolosi _____
Mrs. Smith _____
Abstain: _____ Opposed: _____

B. Acceptance of Agenda Addenda Items SCSSSD

Action: Approved _____ Disapproved _____ Held for Study _____
Motion by: _____
Second by: _____
Mr. Davis _____ Mr. Ransome _____
Mr. Donelson _____ Mrs. Bomba _____
Mr. Halter _____ Ms. Nicolosi _____
Mrs. Smith _____
Abstain: _____ Opposed: _____

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VI. AUDIENCE PARTICIPATION I

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

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

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

VII. BOARD OF EDUCATION BUSINESS

A. Old Business-

**B. New Business- Food Service Director Presentation-Chef Carter
Set Date for the Reorganization meeting**

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

C. Correspondence

- 1. 2019 AFJROTC Outstanding Instructors Award**
2. Salem County Superintendents Roundtable Graduation Award
- 3. Allied Health Program Alumni**

D. Presentations -

1. 2018 - 2019 Teacher of the Year - Tamika Rothwell
2. 2018-2019 Educator of the Year - Shannon Perkins

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**VIII. BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORT-
VOCATIONAL TECHNICAL SCHOOL DISTRICT**

A. Board Secretary Report

Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the months of November 2018, December 2018, January 2019, February 2019, March 2019, April 2019. 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.

_____ June 4, 2019
Business Administrator/Board Secretary Date

B. Reconciliation of Cash for School Funds Report

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the months of November 2018, December 2018, January 2019, February 2019, March 2019, and April 2019 The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the month of November 2018, December 2018, January 2019, February 2019, March 2019 and April 2019.

C. Board Secretary Certification

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

D. Board of Education Certification

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

Action: Approved____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

E. Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds for the period of November 30, 2018 through May 31, 2019

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F. Warrants

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

- SCVTS Payroll for May 15, 2019 in the amount of \$153,888.17
- SCVTS Payroll for May 30, 2019 in the amount of \$157,707.62
- SCVTS Warrants for the period of May 2, 2019 through May 31, 2019 in the amount of \$809,640.23

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation of the Business Administrator for the Board of Education to Approve the Bond Referendum Resolution as Follows:

2. Request and Recommendation of the Business Administrator for the Board of Education to Approve annual contract with Breaker Group

It is recommended by the Business Administrator to approve the acceptance of the quotations from Breaker Group for Annual Support and backup of our Shoretel System at a cost of \$1,495 for TotalCare and \$4,800 for 4 TB of Backup.

3. Request and Recommendation of the Business Administrator for the Board of Education Approval of the State Contracts and Listings and Authorizing the Business Administrator to Use Any and All State Contracts for the 2019-2020 School Year.

It is requested that the Board of Education approve the State Contract and Listings and authorizing the Business Administrator to use any and all state contracts for the 2019-2020 school year. The State Contracts and Listings will be in the file in the Business Office and can also be found at https://www.state.nj.us/treasury/purchase/contract_types.shtml

4. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Contract List for 2018/2019.

It is recommended by the Business Administrator that the Board of Education approve the attached list of Vendors and Contract amounts for the 2018-2019 School Year

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5. Request and Recommendation of the Business Administrator for the Board of Education Approval to renew the lease with Salem Community College

It is recommended by the school administrator that the Board of Education approve the renewal of our current lease with Salem Community College for the 2019-2020 school year. There is a 2% increase in the price, for a total cost of \$25,320 for the Adult Education program at the Tillis Building.

6. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Maintenance Plan from EnerGWellness.

It is recommended by the Business Administrator that the Board of Education approve the Maintenance Plan with EnerGWellness for the maintenance of the fitness Room equipment from July 1, 2019 through June 30, 2020 at an annual cost of \$900.

7. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Service Contract with E.C.P. Business Machines.

It is recommended by the Business Administrator that the Board of Education approve the Service Contract with E.C.P. Business Machines to cover the shredder from July 1, 2019 through June 30, 2020 at an annual cost of \$598.00.

8. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Contract with Dude Solutions.

It is recommended by the Business Administrator that the Board of Education approve the contract with Dude Solutions for MaintenanceEssentials Pro at an annual cost of \$2,320.59 and and EventEssentials Pro at an annual cost of \$2,248.57. These provide software to track Maintenance and Event tasks from July 1, 2019 through June 30, 2020.

9. Request and Recommendation of the Business Administrator for the board of Education Approval of the Contract with A.S.E.S.

It is recommended by the Business Administrator that the Board of Education approve the agreement with A.S.E.S. for the annual inspection of all the automotive lifts at an annual cost of \$777.30.

10. Request and Recommendation of the Business Administrator for the board of Education Approval of the Contract with Compressed Air Equipment

It is recommended by the Business Administrator that the Board of Education approve the agreement with Compressed Air Equipment for preventative maintenance service on six reciprocating air compressors at a cost of \$1,252.69.

11. Request and Recommendation of the Business Administrator for the board of Education Approval of the Proposal from Reliable Power Plus.

It is recommended by the Business Administrator that the Board of Education approve the proposal from Reliable Power Plus for inspection and regular maintenance on the generators at an annual cost of \$1,385.99

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12. Request and Recommendation by the Business Administrator for Approval of the Renewal of the Contract with Blackboard Connect.

It is recommended by the Business Administrator that the Board of Education approve the renewal of the contract with Blackboard Connect for services from July 1, 2019 through June 30, 2020 at an annual cost of \$5,118.40. The services and cost will be shared equally between both districts.

13. Request and Recommendation by the Business Administrator for the Board of Education to approve the 2019-2020 Host Site Partnership Agreements.

It is recommended by the Business Administrator for the Board of Education to tentatively approve, subject to a final review next week, the 2018-2019 Host Site Partnership Agreements with the following:

- Pittsgrove (Academy of Creative and Performing Arts)
- Woodstown-Pilesgrove (Academy of Communications)
- Pennsville (Academy of GMT and Creative and Performing Arts)
- Penns Grove-Carney's Point (Academy of Engineering)

14. Request and Recommendation by the Business Administrator for the Board of Education to Approve the Payment to Pittsgrove Board of Education in the amount of \$1,449.88.

It is the recommendation by the Business Administrator for the Board of Education to approve the payment to Pittsgrove Board of Education in the amount of \$1,449.88 . This payment will resolve disputes of the prior years' host site academy agreements, tuition adjustments, and discrepancies regarding the change in Elmer students' with the Pittsgrove Board of Education.

Action: Approved____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

IX. SUPERINTENDENT'S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT

A. New Business:

PERSONNEL:

1. Request and Recommendation for Board of Education to Approve Student Summer Workers

It is recommended by the Superintendent that the Board of Education approve the Student Summer Garden Club Workers to begin working June 1, 2019 until August 31, 2019:

1. Karli Hider at \$10/hour
2. Rachel Seykot at \$10/hour

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2. Request and Recommendation by the Superintendent for Board of Education to Approve the Stipend for Dr. Jennifer Bates

It is recommended by the Superintendent that the Board of Education approve the stipend for Dr. Jennifer Bates to assume the Assistant Superintendent/ Business Administrator responsibilities from the period of January 1, 2019 until June 30, 2019 at the stipend of \$6,000.

3. Request and Recommendation by the Superintendent for Board of Education to Approve the Dr. Jennifer Bates as Temporary Purchasing Agent

It is recommended by the Superintendent that the Board of Education approve Dr. Jennifer Bates as the Temporary Purchasing Agent as pursuant to N.J.S.A. 40A:11-9(g) with a bid threshold of \$36,000.

4. Request and Recommendation by the Superintendent for Board of Education to Approve the Standard Residency Agreement with Gloucester Township School District

It is recommended by the Superintendent that the Board of Education approve the Standard Residency Agreement for School Business Administrators with Gloucester Township School District for Dr. Jennifer Bates. Dr. Bates will be mentored by Jean Grubb from Gloucester Township District at the New Jersey Association of School Business Officials at the rate of \$2,000.

5. Request and Recommendation by the Superintendent for Board of Education Approval of Employment of certificated staff for the Salem Achievers 21st CCLC Summer Program.

It is recommended by the Superintendent that the Board of Education approve the employment of certificated staff for the Salem Achievers 21st CCLC Summer Program to be held at the Career and Technical High School.

1. Roger Call
2. Danut Chiriac
3. Alfred Roeske
4. Bruce Connell
5. Brian Quinn
6. Kasey Strock
7. Jennifer Roberts
8. Robyn Veale
9. Rachel Lester

6. Request and Recommendation for Board of Education to Approve the Contract for Dr. Jennifer Bates for the 2019-2020 school year.

It is recommended by the Superintendent that the Board of Education approve the contract for Dr. Jennifer Bates to be submitted to the county office for approval, effective July 1, 2019.

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7. Request and Recommendation for Board of Education to Approve Brenda Karstetter as a Substitute Food Service Aide

It is recommended by the Superintendent that the Board of Education approve Brenda Karstetter as a Substitute Food Service Aide from May 1, 2019 until June 30, 2019 and July 1, 2019 until June 30, 2020 at the \$10/hour.

8. Request and Recommendation by the Superintendent for Board of Education to Approve the Transfer of Shachara Adams

It is recommended by the Superintendent that the Board of Education approve the transfer of Shachara Adams from the Adult Education Counselor - Adult Education to the Coordinator of Special Projects and Shared Services (HR) - District Office beginning June 3, 2019, at the prorated salary of \$50,000.

9. Request and Recommendation of the Superintendent for Board of Education Approval of the FMLA, NJFLA and Leave of Absence of Rachel Lester-Battiata

It is requested by the Superintendent that the Board of Education approve the FMLA of Rachel Lester-Battiata, Business Teacher-CTHS, beginning on or about September 1, 2019 until on or about October 5, 2019. Additionally, it is requested to utilize NJFLA beginning on or about October 6, 2019 until on or about January 11, 2020, 2019. Finally, leave of absence beginning on or about January 12, 2020 until on or about February 3, 2020.

10. Request and Recommendation by the Superintendent for Board of Education Approval of the transfer of Tyrone Preyer

It is recommended by the Superintendent that the Board of Education approve the transfer of Tryone Preyer - Part-Time Global Logistics Instructor - CTHS to Full Time Global Logistics Instructor - CTHS. * Actual salary will be determined upon agreement of a successor contract for all staff.

11. Request and Recommendation by the Superintendent for Board of Education Approval of the Transfer of Robin Braxton-Bell

It is recommended by the Superintendent that the Board of Education approve the transfer of Robyn Braxton-Bell - Adult Education Instructor from part time hourly to a full time Adult Education Allied Health Instructor at \$34,400, (70% of \$49,200) beginning July 1, 2019.

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12. Request and Recommendation for Board of Education Approval of Instructors to Participate in the ESEA Instructor Work Sessions Scheduled from June 19, 2019 to June 30, 2019 at a rate of \$30 per hour for hours worked, time sheets required. Schedules to be determined by the Assistant Superintendent.

Nicole Kopp
Jessica Crim
Eric Walter
Eric Lockwood
Jennifer Roberts
Kacey Weber
Megan Wright
Nicole Pham
Leo Maisey
Elizabeth Bernat-Duaine
Kate Polillo
Cindia Gredesky

13. Request and Recommendation for Board of Education Approval of CTE and Academic Instructors to Participate in Curriculum, Assessment and Professional Development Work Sessions from July 9, 2019 through August 31, 2019.

It is requested by the Superintendent that the Board of Education approve CTE and Academic instructors for curriculum, assessment and professional development work sessions with the Assistant Superintendent from July 9, 2019 through August 31, 2019. Each instructor will be paid \$30.00 per hour during the summer. Timesheets are required. Schedule to be determined by the Assistant Superintendent. District funds, Perkins Secondary Funds, and ESEA Funds will be used to pay the instructors based on grant programmatic needs.

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<p><u>CTE</u> Joseph Alexander Danut Chiriac Bruce Connell Anna DiPietro Dominick DiPietro Keely DiTizio Matthew DiTizio</p> <p><u>Academic</u> Elizabeth Bernat-Duaime Nicole Cerqueira Carly Chaapel Jessica Crim Lindsay Doran Patrick Fisher Justin Glenn Cindia Gredesky Nicole Kopp Kimberly Kraky Rachael Lester-Battiata Eric Lockwood</p>	<p>Garry Dolbow Tracy Foster Lisa Hartsough Nick Keefe Joseph Monzo Brian Quinn Alfred Roeske</p> <p>Deborah Lubelski Leo Maisey Jami Munyan Dawn Patrick Nicole Pham Kristen Polk Carmen Porter Kate Polillo Jennifer Roberts Kacey Strock Megan Tobin Eric Walter</p>
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14. Request and Recommendation by the Superintendent for Board of Education Approval for Bruce Connell As Instructor for /"Real Life" Day Camp.

It is recommended by the Superintendent that the Board of Education approve Bruce Connell to serve as instructor for the Salem County 4H "Real Life" Day Camp hosted at the Career and Technical High School from July 8, 2019 - July 12, 2019. Mr. Connell will work each day from 9:00 a.m. to 2:00 p.m., for a weekly total of 25 hours. Mr. Connell will be compensated \$30.00 per hour.

15. Request and Recommendation by the Superintendent for Board of Education Approval for Matt DiTizio As Instructor for /"Real Life" Day Camp.

It is recommended by the Superintendent that the Board of Education approve Matt DiTizio to serve as instructor for the Salem County 4H "Real Life" Day Camp hosted at the Career and Technical High School from July 8, 2019 - July 12, 2019. Mr. DiTizio will work one day from 9:00 a.m. to 2:00 p.m., for a weekly total of 5 hours. Mr. Connell will be compensated \$30.00 per hour.

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16. Request and Recommendation by the Superintendent for Board of Education Approval of the Affirmative Action Officer for the 2019-2020 School Year.

It is recommended by the Superintendent that the Board of Education approve the appointment of E. Jane Whittinghill and Shachara Adams as the Affirmative Action Officers for the 2019-2020 school year.

17. Request and Recommendation by the Superintendent for Board of Education Approval of the Payment of Unused Sick Days to Donald Aikens.

It is recommended by the Superintendent that the Board of Education approve the payment of unused sick days to Donald Aikens in accordance with the negotiated contract at \$75 for the estimated 94.5 sick days totaling an estimated \$7,087.50 to be paid June 30, 2019.

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

PROGRAMS:

1. Request and Recommendation for Board of Education Approval to Retroactively Authorize the Affirmative Action Team to Conduct a Needs Assessment and to Develop the 2019-2022 Comprehensive Equity Plan.

It is requested by the Superintendent that the Board of Education retroactively approve the Affirmative Action Team to conduct a needs assessment and develop the 2019– 2022 Comprehensive Equity Plan in accordance with NJDOE requirements. The Affirmative Action Team’s responsibility was to determine whether the district is in compliance with each requirement listed in the needs assessment checklist and whether there were internal procedures in place to ensure continuing compliance. Any item needing correction will form the basis for the improvement strategies that will be proposed in the 2019-2022 Comprehensive Equity Plan.

2. Request and Recommendation for Board of Education Approval of the Comprehensive Equity Plan for the Period Between July 1, 2019 through June 30, 2022.

It is recommended by the Superintendent that the Board of Education approve the attached Comprehensive Equity Plan for the period between July 1, 2019 through June 30, 2022. The plan developed reflects the review and needs assessment conducted by the Affirmative Action Team. The plan also addresses on-going staff professional development to promote equity awareness.

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3. Request and Recommendation for Board of Education Approval to Become a Partnering District with Brookdale Community College to Offer the CTE Educator Preparation Program.

It is recommended by the Superintendent that the Board of Education approve SCVTS to continue partnering with Brookdale Community College to offer the CTE Educator Preparation Program for the 2019-2020 year.

4. Request and Recommendation for Board of Education Approval to Apply for the continuation grant FY20 Consolidated Adult Basic Skills and Integrated English and Civics Education Grant in the amount of \$646,123.

It is recommended by the Superintendent that the Board of Education accept the FY2019 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Grant funded under the Workforce Innovation and Opportunity Act, Title II, Adult Education and Literacy grant funds in the amount of \$646,123 for the budget period July 1, 2019 to June 30, 2020.

5. Request and Recommendation by the Superintendent for Board of Education Approval of Continuation of Membership.

It is recommended by the Superintendent that the Board of Education approve the continuation of membership for the following organizations:

- National Technical Honor Society - Annual Membership Fee of \$81
- New Jersey Interscholastic Athletic Association - Annual Membership fee of \$2,150

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

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

7. 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.	Basketball Team	The Dog Days of Summer - \$ Dog Day Selling hot dogs, lemonade and cookies on the last two days of school	June 18-19 2019

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Action: Approved_____ Disapproved _____ Held for Study_____

 Motion by: _____

 Second by: _____

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

 Abstain: _____ Opposed: _____

E. Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds for the period of February 28, 2018 through May 31, 2019

F. Warrants

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

- SCSSSD Payroll for May 15, 2019 in the amount of \$314,114.07
- SCSSSD Payroll for May 30, 2019 in the amount of \$306,334.21
- SCSSSD Warrants for the period of May 4, 2019 through May 31, 2019 in the amount of \$530,855.28

Action: Approved_____ Disapproved _____ Held for Study_____

 Motion by: _____

 Second by: _____

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

 Abstain: _____ Opposed: _____

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation of the Business Administrator for the Board of Education to Approve Receive the Approval Letter from Division of Finance on the 2019-2020 Budget for the Regional Day School

It is recommended by the Business Administrator to approve the acceptance of the approval letter from the Division of Finance on the 2019-2020 budget for the Regional Day School.

2. Request and Recommendation of the Business Administrator for the Board of Education to Approve annual 2019-2020 contract with Breaker Group

It is recommended by the Business Administrator to approve the acceptance of the quotations from Breaker Group for 2019-2020 Annual Support and backup of our Shoretel System at a cost of \$3,695.

3. Request and Recommendation of the Business Administrator for the Board of Education Approval of the State Contracts and Listings and Authorizing the Business Administrator to Use Any and All State Contracts for the 2019-2020 School Year

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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It is requested that the Board of Education approve the State Contract and Listings and authorizing the Business Administrator to use any and all state contracts for the 2019-2020 school year. The State Contracts and Listings will be in the file in the Business Office and can also be found at https://www.state.nj.us/treasury/purchase/contract_types.shtml

4. Request and Recommendation of the Business Administrator for the Board of Education Approval to renew the lease with Salem Community College for the 2019-2020 School Year

It is recommended by the school administrator that the Board of Education approve the renewal of our current lease with Salem Community College for the 2019-2020 school year. There is a 2% increase in the price, for a total cost of \$116,760 for the Alternative School Program and for Early Intervention. This cost may appear to be approximately \$23,000 less than last years' board approved amounts, however; the lease approved last year for Early Intervention was actually the lease for Adult Education.

5. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Renewal Applications for Temporary Instruction Space for the 2019-2020 School Year

It is recommended that the Board of Education approve the attached Renewal Applications for Temporary Instructional Space for the 2019-2020 School Year for the Autism Program at Upper Pittsgrove Elementary School, the Autism Program at Salem County Career and Technical High School, the Alternative School at Salem Community College.

6. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Contract Renewal of the Interlocal Service Agreements for GCA Custodial Services for the 2019-2020 School Year.

It is recommended by the Business Administrator that the Board of Education approve the Interlocal Service Agreements with Pittsgrove Township Public School District for Custodial Services through GCA from July 1, 2019 through June 30, 2020 in the amount of \$132,134.82 for Cumberland Campus and Daretown, and \$86,741.57 for RDS.

7. Request and Recommendation by the Business Administrator for the Board of Education Approval of the GCSSSD Transportation Contracts

It is recommended by the Business Administrator that the Board of Education approve transportation contracts/addenda for the following:

Y1479 - C.J.'s Bus Service

Y1484 - B.R. Williams

Y1183#1 - B.R. Williams

Y1482 - B.R. Williams

Y1173#4 - B.R. Williams

Y1183#2 - B.R. Williams

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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8. Request and Recommendation of the Business Administrator for the Board of Education to accept the following bids for Nursing Services.

It is recommended by the Business Administrator that the Board of Education approve the acceptance of the following bids received on May 21, 2019 at 12 noon from Bayada, Staffing Plus, and Wright Choice.

	Bayada	Staffing Plus	Wright Choice
One-on-One	\$47 per hr RN \$39 per hr LPN	\$52 per hr RN	\$45 per hr RN \$37 per hr LPN
Sub Nurse	\$49 per hr RN	\$52 per hr RN	\$51 per hr RN
Field Trip	\$49 per hr RN	\$52 per hr RN	\$45 per hr RN \$39 per hr LPN
Transport Nurse			\$193 flat rate 2 hrs each way and then reg. Hourly rate
Classroom Nurse	No Rate		LPN \$22 per hr per student 2 or more RN \$22 per hr per student 2 or more

9. Request and Recommendation of the Business Administrator for the Board of Education to Award the Bid for Nursing Services to Wright Choice.

It is recommended by the Business Administrator that the Board of Education, upon review of the bid documents listed in the above action item and past experience, award the bid for nursing services to Wright Choice for Home Health Care.

10. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Contract List for 2018/2019.

It is recommended by the Business Administrator that the Board of Education approve the attached list of Vendors and Contract amounts for the 2018-2019 School Year.

11. Request and Recommendation by the Business Administrator for Approval of the Revised Clinical Affiliation Agreement with Rutgers University.

It is recommended by the Business Administrator that the Board of Education approve the Revised Clinical Affiliation Agreement with Rutgers University Graduate Nursing Program. A student nurse from their program, Jenna Falzone, will be placed at Cumberland Campus with Anne Callens for the Fall 2019 semester. The difference between the contract approved last month and the new one is in item 5, which concerns the commercial general liability insurance coverage. It reduces the coverage amount for single limits from \$2,000,000 per claim and \$2,000,000 aggregate to \$1,000,000 per occurrence and \$3,000,000 aggregate.

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- 4. Request and Recommendation by the Superintendent for Board of Education to Approve Frank Maurer as Temporary Purchasing Agent**
It is recommended by the Superintendent that the Board of Education approve Frank Maurer as the Temporary Purchasing Agent as pursuant to N.J.S.A. 40A:11-9(g) with a bid threshold of \$36,000.
- 5. Request and Recommendation by the Superintendent for Board of Education to Approve the Standard Residency Agreement with Clearview School District**
It is recommended by the Superintendent that the Board of Education approve the Standard Residency Agreement for School Business Administrators with Clearview School District for Frank Maurer. Mr. Maurer will be mentored by Esther Pennell from Clearview School District at the New Jersey Association of School Business Officials at the rate of \$2,000.
- 6. Request and Recommendation by the Superintendent for Board of Education Approval of the Affirmative Action Officer for the 2019-2020 School Year.**
It is recommended by the Superintendent that the Board of Education approve the appointment of E. Jane Whittinghill and Shachara Adams as the Affirmative Action Officers for the 2019-2020 school year.
- 7. Request and Recommendation by the Superintendent for Board of Education to Approve Homebound Instructors for the Child Study Team**
It is recommended by the Superintendent that the Board of Education approve the following staff for Homebound instruction for the Child Study Team on an as needed basis at the rate of \$40/hour.

 1. Michael Pavesi
 2. Tamika Rothwell
 3. Rachel Lester-Batiata
- 8. Request and Recommendation by the Superintendent for Board of Education to Approve Additional ESY Staffing**
It is recommended by the Superintendent that the Board of Education approve the additional staffing for ESY.

 1. Anne Callens - Nursing Coordinator \$1075
 2. Jane Smith - Nursing Coordinator \$1075
 3. Nicolas Maltman - Secretary \$150/day
 4. Iris Justice - Maintenance \$90/day
- 9. Request and Recommendation by the Superintendent for Board of Education to Approve the Transfer of Jesenia Rodriguez**
It is recommended by the Superintendent that the Board of Education approve the transfer Jesenia Rodriguez from Part Time Paraprofessional-Salem Campus to Full Time Paraprofessional - Salem Campus beginning May 15, 2019.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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10. Request and Recommendation by the Superintendent for Board of Education to Approve the Transfer of Kathryn Lashbrook

It is recommended by the Superintendent that the Board of Education approve the transfer of Kathryn Lashbrook from the Paraprofessional - Salem Campus to Paraprofessional - Daretown Campus to serve as a substitute during an FMLA absence beginning May 14, 2019.

11. Request and Recommendation by the Superintendent for Board of Education to Approve the Transfer of Shachara Adams

It is recommended by the Superintendent that the Board of Education approve the transfer of Shachara Adams from the Adult Education Counselor - Adult Education to the Coordinator of Special Projects and Shared Services (HR) - District Office beginning June 3, 2019, at the prorated salary of \$50,000.

12. Request and Recommendation by the Superintendent for Board of Education to Approve the Transfer of Kimberly Altiery

It is recommended by the Superintendent that the Board of Education approve the transfer of Kimberly Altiery from the 10 month Secretary - Cumberland Campus to 12 month Secretary - Cumberland Campus beginning July 1, 2019. Salary to be determined upon a successor union contract.

13. Request and Recommendation by the Superintendent for Board of Education Approval of the Resignation of Emmanuel Sanders

It is recommended by the Superintendent that the Board of Education approve the resignation of Emmanuel Sanders, Cumberland Campus - Paraprofessional, effective May 24, 2019.

14. Request and Recommendation by the Superintendent for Board of Education Approval of the Resignation of Sydney Farrell

It is recommended by the Superintendent that the Board of Education approve the resignation of Sydney Farrell, Salem Campus - Paraprofessional, effective June 30, 2019.

15. Request and Recommendation by the Superintendent for Board of Education Approval of the Transfer of Robyn Veale

It is recommended by the Superintendent that the Board of Education approve the transfer of Robyn Veale, School Social Worker - Child Study Team to School Social Worker - Daretown.

16. Request and Recommendation by the Superintendent for Board of Education Approval of the Payment of Unused Vacation Days to John Bolil

It is recommended by the Superintendent that the Board of Education approve the payment of unused vacation days to John Bolil in accordance with his contract at 1/260 of his salary (\$467.68) for the estimated 7.5 vacation days totaling an estimated \$3,507.60 to be paid June 15, 2019.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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17. Request and Recommendation by the Superintendent for Board of Education Approval of Student Observation Hours.

It is recommended by the Superintendent that the Board of Education approve Brooke Samuels to do at least 40 hours of observation of our Occupational Therapists. She is currently an undergraduate student at Stockton University. She will observe a variety of occupational therapists, who will serve as her supervisor for this experience at the Cumberland Campus. She will start the end of this school year and continue into ESY.

18. Request and Recommendation by the Superintendent for Board of Education Approval of the Payment of Unused Vacation and Sick Days to James D’Amato

It is recommended by the Superintendent that the Board of Education approve the payment of unused vacation and sick days to James D’Amato in accordance with the negotiated contract at 50% of his salary 1/240 of his salary (\$504.02) for the estimated 10.5 vacation days totaling an estimated \$5,292.18 to be paid June 30, 2019. Additionally, in accordance with the negotiated contract* at 50% of his salary 1/240 of his salary (\$252.09) for the estimated 61.5 sick days (\$15,503.54) capped at \$10,000. *(Article 8 D. Notice of retirement, in writing, must be submitted to the Board of Education no later than December 15th of the school year in which the administrator intends to retire. Failure to notify the Board by December 15th shall be deemed a waiver of payment for unused sick leave, except in cases of emergency, which the Board shall consider on an individual basis.)

PROFESSIONAL DEVELOPMENT:

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

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

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
<i>Ethics in Physical Therapy Practice</i> Sponsored by: Inspira Vineland, NJ June 27, 2019	Catherine MacNeill	\$40 Reg	\$40

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PROGRAMS:

1. Request and Recommendation for Board of Education Approval to Retroactively Authorize the Affirmative Action Team to Conduct a Needs Assessment and to Develop the 2019-2022 Comprehensive Equity Plan

It is requested by the Superintendent that the Board of Education retroactively approve the Affirmative Action Team to conduct a needs assessment and develop the 2019– 2022 Comprehensive Equity Plan in accordance with NJDOE requirements. The Affirmative Action Team’s responsibility was to determine whether the district is in compliance with each requirement listed in the needs assessment checklist and whether there were internal procedures in place to ensure continuing compliance. Any item needing correction will form the basis for the improvement strategies that will be proposed in the 2019-2022 Comprehensive Equity Plan.

2. Request and Recommendation for Board of Education Approval of the Comprehensive Equity Plan for the Period Between July 1, 2019 through June 30, 2022

It is recommended by the Superintendent that the Board of Education approve the attached Comprehensive Equity Plan for the period between July 1, 2019 through June 30, 2022. The plan developed reflects the review and needs assessment conducted by the Affirmative Action Team. The plan also addresses on-going staff professional development to promote equity awareness.

3. Request and Recommendation for Board of Education Approval of Curriculum In Action Experiences for the Salem County Special Services.

It is recommended by the Superintendent that the Board of Education approve the curriculum in action field trips for the Salem County Special Services.

4. Request and Recommendation for Board of Education Approval of the following sites for FLEX/CBI Locations.

It is recommended by the Superintendent that the Board of Education approve the following sites for FLEX/CBI Locations:

Red Robin
3849 South Delsea Drive, ste F
Vineland NJ. 856-7767188

Gateway Food pantry
(Mill Creek Urban Farm Extension)
65 Manheim Ave
Bridgeton NJ 08302

Friendly's Ice Cream
647 Cross Keys RD
Sicklerville NJ 08081

1220 Hurffville Road

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Deptford, NJ 08096
856-232-1212

Action: Approved____ Disapproved ____ Held for Study_____

 Motion by: _____

 Second by: _____

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

Abstain: _____ Opposed: _____

POLICY

1. 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 and regulations:

- | | |
|--------------|----------------------|
| R5530 | Substance Abuse |
| P5756 | Transgender Students |

Action: Approved____ Disapproved ____ Held for Study_____

 Motion by: _____

 Second by: _____

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

Abstain: _____ Opposed: _____

B. Old Business:

1.

Action: Approved____ Disapproved ____ Held for Study_____

 Motion by: _____

 Second by: _____

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

Abstain: _____ Opposed: _____

INFORMATIONAL ITEMS

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

It is recommended that the Board of Education to accept the Student Placement Report and Student Financial Report for the month of May. This report has been

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modified after the last meeting to give more accurate and greater detail to the Board of Education.

2. Request and Recommendation for Board of Education Approval to Accept and Approve the School Bus Evacuation Drill Reports for SCSSSD

It is recommended that the Board of Education accept and approve the School Bus Evacuation Drills for district school buses.

3. Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCSSSD (May Be Appropriate for Closed Session) (Handout)

It is recommended that the Board of Education accept and approve the HIB report as presented.

Action: Approved____ Disapproved _____Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

3. Principal's/Administrator's Reports

Cumberland Campus
Related Services
Upper Pittsgrove ASD Program

XII. AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION

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

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

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

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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:

SCVTS and SCSSSD negotiations

Grievance-SCVTS Professional Development

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:

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XV. ADJOURNMENT

Action: Approved____ Disapproved ____ Held for Study_____

 Motion by: _____

 Second by: _____

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

Abstain: _____ Opposed: _____