

**THE BOARD OF EDUCATION FOR SPECIAL SERVICES SCHOOL DISTRICT &
VOCATIONAL TECHNICAL SCHOOL DISTRICT OF THE COUNTY OF SALEM
BOARD OF EDUCATION MINUTES – MAY 7, 2019**

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, May 7, 2019 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. Daryl Halter, Mr. Earl Ransome, and Mrs. Patty Bomba.

Roll Call

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

Others Present: Mr. John Swain, Superintendent, Dr. Jennifer Bates, Assistant Superintendent, Mr. John Bolil, Business Administrator/Board Secretary, Mr. Frank Maurer, Director HR and Special Programs, Dr. Jane Whittinghill, Director of Related Services and Principal of Upper Pittsgrove Campus, Lisa McClintock, Director 21st Century, Maria Alleva, Director of Adult Education, Dr. Meggin Wentzell, Principal, Cumberland Campus, Dr. James D’Amato, Principal, Daretown Campus, Mr. Jason Helder, Principal, SCVTS, Mr. Jarrod Kershaw, IT Department, Kristen Polk, Science Teacher SCVTS.

MINUTES

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the Minutes and Executive Minutes of the Board of Education Meeting held March 26, 2019 and the Minutes of the Board of Education Meeting held April 16, 2019.

Acceptance of the Minutes

*Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
Noes (0) Abstain (0) Non Vote (0)*

ADDENDA

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

Acceptance of Addenda

*Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
Noes (0) Abstain (0) Non Vote (0)*

AUDIENCE PARTICIPATION I - None

Audience Participation

BOARD OF EDUCATION BUSINESS

Old Business-None

BOE Business

New Business-

Facilities Concerns - Mr. Swain

**Old Business
New Business**

Correspondence

Presentations

Hannah McCann - Science Fair Project - Regional Placement

Student of the Month - Johnathan Cronin - High School ASD Program

2018 - 2019 Teacher of the Year - Tamika Rothwell

2018-2019 Educator of the Year - Shannon Perkins

Correspondence

**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
Report**

Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the months of July, August, September 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 Date

Reconciliation of Cash for School Funds Report

Treasurer’s Report

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the months of July, August, September and October 2018. The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the months of July, August, and September.

Board Secretary Certification

**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

BOE 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 the period of April 10, 2019 through May 3, 2019.

Transfers

Warrants

Warrants

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

Warrants for the period of April 11, 2019 through May 1, 2019 in the amount of \$181,659.13.

Warrants for Payroll Period ending April 15, 2019 in the amount of \$150,974.11

Warrants for Payroll Period ending April 30, 2019 in the amount of \$161,201.20

Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba

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

Board Secretary/Business Administrator New Business:

**Business
Administrator:
New Business**

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

1. **Request and Recommendation by the Business Administrator for the Board of Education Approval of the Donation of a 1985 Dodge 600 Convertible.** It is recommended by the Business Administrator that the Board of Education approve the donation of a Dodge 600 convertible valued at \$600 from Peter LaSala for use in the Automotive Technology and Auto Collision Repair programs.
2. **Request and Recommendation by the Business Administrator for the Board of Education Approval of the Purchase of a 2004 Crown Victoria.** It is recommended by the Business Administrator that the Board of Education approve the purchase a 2004

**Approval of
Donation of Dodge
Convertible**

Crown Victoria from the County of Salem. This vehicle has been in the district's possession for 5 years and a title could not be obtained. At the April 18, 2019 Freeholder meeting a resolution was passed to sell the vehicle to the district for \$1.00. This motion is to approve the purchase of the vehicle.

3. **Request and Recommendation by the Business Administrator for the Board of Education Approval of the Continued use of Christiana Care Health System for the 2019/2020 School year.** It is recommended by the Business Administrator that the Board of Education approve the continued use of Christiana Care Health System (formerly Woodstown Family Practice) as school physicians for the 2019/2020 school year. The SCVTS portion of the cost is \$1600 for the appointment, and an additional \$5500 for the Sports Physicals. Employee physicals are at a cost of \$74 each.
4. **Request and Recommendation by the Business Administrator for Board of Education Approval of Lease Agreement with Ricoh.** It is recommended by the Business Administrator that the Board of Education approve a lease contract with Ricoh for a PRO8200S copier for use in the Business and Administrative Office. The lease on the current machine expires in August.
5. **Request and Recommendation by the Business Administrator for the Board of Education to Approve Cancellation of Check #34473.** It is recommended by the Business Administrator that the Board of Education approve the cancellation of check #34473 in the amount of \$4.60 to Lynn Verna. We will not be reissuing another check.
6. **Request and Recommendation by the Business Administrator for the Board of Education to Approve Write Off of Adult Education Receivables.** It is recommended by the Business Administrator that the Board of Education approve the write off of \$12,266 in receivables from the Adult Education Program. They represent students who did not finish paying all or part of their tuition during the 2014/15 and 2016/17 school years.
7. **Request and Recommendation by the Business Administrator for the Board of Education to Approve the Upgrade of the Fire Control Panel in the Prep Center.** It is recommended by the Business Administrator that the Board of Education approve the proposal from Johnson Controls to upgrade the fire alarm control panel in the Prep Center at a cost of \$27,584.09.

Approval of Christiana Care Health System

Approval of Lease Agreement with Ricoh

Approve cancellation of Check

Approve Write-Off of Adult Education Receivables

Approval of Upgrade of Fire Control Panel

*Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
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. Ransome and seconded by Mrs. Bomba that the Board of Education approve the following personnel items:

1. **Request and Recommendation for Board of Education Approval of Employment of SCVTS certificated and non-certificated staff for the 2019-2020 School Year.**
It is recommended by the Superintendent that the Board of Education approve the employment of SCVTS certificated and non-certificated staff for the 2019-20 school year. It is also recommended that the Board of Education approve the employment of staff employed under grant programs.
2. **Request and Recommendation for Board of Education to Approve the Employment of Katherine Belutty During Summer Months.** It is recommended by the Superintendent that the Board of Education approve Mrs. Katherine Belutty, school counselor at the Career and Technical High School, to be paid on her per diem basis* for

work days during the months of July and August 2019, not to exceed 12 days as assigned and approved by the Career and Technical High School Principal. Time sheets will be submitted for payment. * Actual per diem will be determined upon agreement of a successor contract for all staff.

3. **Request and Recommendation of the Superintendent for Board of Education for the Employment of BRIDGE Program Staff.** It is requested by the Superintendent that the Board of Education approve the employment of Salem County Sheriff's Officers at the rate of \$40/hour for the BRIDGE Program.
4. **Request and Recommendation for Board of Education to Approve the Transfer of Robin Braxton-Bell** It is recommended by the Superintendent that the Board of Education approve the transfer of Robin Braxton-Bell rate of pay from \$28.00 per hour to \$31.00 per hour, effective April 16, 2019.
5. **Request and Recommendation for Board of Education to Approve the Transfer of Edmund Borden** It is recommended by the Superintendent that the Board of Education approve the transfer of Edmund Borden pay rate of pay from Level III-1 Custodian \$22,987 to Level II-1 Custodian \$23,987, effective May 1, 2019.
6. **Request and Recommendation for Board of Education Approval of Job Description** It is recommended by the Superintendent that the Board of Education approve the Job Description for Coordinator of Special Programs; Coordinator of Shared Services (Human Resources).
7. **Request and Recommendation for Board of Education Approval of Retirement Resignation of Dr. Donald Aikens** It is recommended by the Superintendent that the Board of Education approve with regret the retirement resignation of Dr. Donald Aikens as a Law Enforcement and Public Safety Instructor, effective July 1, 2019. Additionally, to pay our Dr. Aiken his unused sick and personal days according to contract.
8. **Request and Recommendation for Board of Education Approval of FMLA for Nicole Kelly** It is recommended by the Superintendent that the Board of Education approve the use of intermittent FMLA for Nicole Kelly from May 1, 2019 until June 30, 2019.

Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
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 or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
Pennco Tech Blackwood, NJ 08012 May 14, 2019	Lisa Hartsough	\$19.84 - Mileage	\$19.84 - Total Cost Acct# 11- 310-100- 580-03-002 \$115.00 Substitute
What's New in Cardiovascular Care Deptford, NJ May 21, 2019	Lisa Hartsough	\$16.74 - Mileage	\$16.74 - Total Cost Acct# 11- 310-100- 580-03-002 \$115.00 Substitute
Approaches to Genocide Education: Teaching Genocide Through Text, Literature, and Personal Accounts Mercer County College Windsor Township, NJ June 5, 2019	Pat Fisher	\$45.26 - Mileage	\$45.26 - Total Cost Acct# 11- 140-100- 580-51-002 \$115.00 Substitute
Realtime User Experience - RXP2019 Westin, Mt Laurel, NJ June 5, 2019	Helen Hoffman	\$26.60 mileage	\$26.60 - Total

Discussion: Mr. Ransome questioned as to whether there was an increase in the cost for substitutes. Mr. Swain explained that this is the rate charged by Insight.

Programs

PROGRAMS:

It was moved by Mrs. Bomba and seconded by Mr. Halter that the board of Education approve the following Program Items:

- Request and Recommendation for Board of Education Approval to Apply for the FY2020 Carl D. Perkins Secondary Grant.** It is recommended by the Superintendent that the Board of Education grant approval to apply for the FY2020 Carl D. Perkins Secondary Grant. Final allocations for the FY2020 Carl D. Perkins Grant will be awarded upon the State's review of a proposed Perkins Program Performance Activity Plan designed to address Perkins Performance Measures for the 2019-2020 school year. The Board will be asked to approve the final award and spending plan for the grant once it is received from the State.
- Request and Recommendation for Board of Education Approval to Apply for the Continuation of the Grant Funds for FY 20 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program in the amount of \$711,050.** It is recommended by the Superintendent that the Board of Education grant approval to apply for the Workforce Innovation and Opportunity Act, Title II, Adult

Education and Family Literacy Grant (July 1, 2017 to June 30, 2020) in the amount of \$711,050 for FY20. This is the second year of a three-year competitive grant program. The purpose of the grant is to provide all required adult basic education, literacy, and English as a second language services consistent with the statutory requirements outlined in Title II of the Workforce Innovation and Opportunity Act (WIOA) of 2014.

3. **Request and Recommendation for Board of Education Approval to for the Adult Education Program to Provide CPR/Basic Lifesaving Skills Training Courses in Partnership with Salem Community College.** 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 courses in partnership with Salem Community College. All participants will receive an American Heart Association CPR/BLS certificate. Cost is \$50.00 per student. Wandra Wells, a full time SCVTS Adult Education employee, will teach the course. The course will be held at Salem Community College on June 5, 2019.
4. **Request and Recommendation for Board of Education Approval to Approve the 2018-2019 Adult Vocational Program Class Schedule.** It is requested that the Board of Education approve the 2018-2019 Adult Vocational Program class schedule as follows:

Program	Length	Start Date*	End Date*
Certified Nurse Aide	90 hours	June 6, 2019	July 15, 2019

5. **Request and Recommendation for Board of Education Approval to Approve the 2019-2020 Adult Vocational Program Class Schedule and Fees.** It is requested that the Board of Education approve the 2019-2020 Adult Vocational Program class schedule as follows:

Program Name	Start Date	End Date	Total Cost*	Tuition**	Reg. Fees
Patient Care Technician	10/21/19	12/20/19	\$3375	\$3325	\$50
Certified Clinical Medical Assistant	8/5/19	10/11/19	\$3625	\$3575	\$50
	11/18/19	1/24/19			
Certified Nurse Aide	8/5/19	9/13/19	\$1525	\$1000	\$75
	9/19/19	10/23/19			

Basic Welding	6/25/19	8/14/19	\$1300 B	\$750	\$50
Level 1	8/20/19 8/21/19		\$1300 L	\$750	\$50
OSHA			\$200 - OSHA	\$200	n/a
Phlebotomy	6/10/19	7/11/19	\$1950	\$1900	\$50
Certified Home Health Aide	7/30/19	7/31/19	\$265	\$0	\$0
CPR Training	8/5/19 11/18/19 10/21/19	N/A	\$50 In District \$90 Out of District Allied Courses Included	\$0	\$0

*Total Cost includes Tuition, Lab, Books, and Supplies. Uniforms, medical exams, and criminal background not included.

**Tuition includes 1 time cost of certification/exams unless otherwise noted on contracts.

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.

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

Community Service Project	Date
Supawna Meadow Annual Fishing Day FFA students will assist with the annual fishing day at Supawna Meadow Nat'l Wildlife Refuge. Students will teach community members how to fish. SCVTS FFA will also have a craft station.	June 1, 2019

*Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
Noes (0) Abstain (0) Non Vote (0)*

POLICY - None

Old Business: None

Policy

Old Business

INFORMATIONAL ITEMS

CTHS Principal’s Report
CTHS Discipline Report
SCVTS Program Enrollment Report
BRAVO Recipients

**Informational
Items**

Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCVTS (May Be Appropriate for Closed Session) (Handout) – Non Report

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

**Board Secretary
Report – SCSSSD**

It was moved by Mrs. Bomba and seconded by M r. 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 January 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.

**Board Secretary
Report**

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 January 2019. The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the month of January.

Treasurer’s 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 Secretary
Certification**

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.

Board Certification

Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds for the period of January 31, 2019 through May 3, 2019

Transfers

Warrants

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

Warrants

- Warrants for the period of April 11, 2019 through May 2, 2019 in the amount of \$174,667.88.
- Warrants for Payroll Period ending April 15, 2019 in the amount of \$305,598.38
- Warrants for Payroll Period ending April 30, 2019 in the amount of \$309,996.20

*Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
Noes (0) Abstain (0) Non Vote (0)*

Board Secretary/Business Administrator New Business:

Business Administrator New Business - SCSSSD

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

1. **Request and Recommendation by the Business Administrator for the Board of Education Approval of the continued use of Christiana Care Health System for the 2019/2020 School year.** It is recommended by the Business Administrator that the Board of Education approve the continued use of Christiana Care Health System (formerly Woodstown Family Practice) as school physicians for the 2019/2020 school year. The SCSSD portion of the cost is \$1600 for the appointment, and Employee physicals are at a cost of \$74 each.
2. **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 for Special Education/Nonpublic/Vocational /Homeless/ Public Students for the following:

Approval of Christiana Care Health System

Approval of GCSSSD Transportation Contracts

Route #Y1469 - B.R. Williams
 Route #Y1476 - Holcomb Transportation
 Route #Y1475 - Holcomb Transportation

3. **Request and Recommendation by the Business Administrator for the Board of Education Acceptance of bids received for Landscaping Maintenance for Daretown and Cumberland Campus.** It is recommended by the Business Administrator that the Board of Education accept the following bids received for Landscaping Maintenance at Daretown and Cumberland Campus on April 17, 2019 at noon:

Acceptance of Bids and Awarding of Contract to Clover IPM Landscaping and Maintenance

Clover IPM Landscaping and Maintenance, Inc.	\$21,000
4 Seasons Lawn Care & Excavating, LLC	\$18,425
Four Seasons Landscaping, LLC	\$38,395

Upon the review of the bid documents, 4 Season Lawn Care & Excavating, LLC's bid is non-compliant as they did not submit a bid bond or a 10% cashier's check or certified check as required by the bid document, and as a result of this noncompliance, it is recommended that the Board of Education accept and award the bid to Clover IPM Landscaping and Maintenance, Inc.

4. **Request and Recommendation by the Business Administrator for Approval of a Classroom Space Agreement with Upper Pittsgrove School District for the 2019/2020 school year.** It is recommended by the Business Administrator that the Board of Education approve the Classroom Space Agreement with Upper Pittsgrove School District for the 2019/2020 school year at a total cost of \$54,760. This represents an increase in cost of approximately 2% over the previous year.
5. **Request and Recommendation by the Business Administrator for Approval of a Clinical Affiliation Agreement with Rutgers University.** It is recommended by the Business Administrator that the Board of Education approve a 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.

Approve Lease of Classroom Space at Upper Pittsgrove

Approve Clinical Affiliation Agreement with Rutgers University

*Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
 Noes (0) Abstain (0) Non Vote (0)*

SUPERINTENDENT'S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

Superintendent's Report - SCSSSD

New Business:

PERSONNEL:

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

1. **Request and Recommendation by the Superintendent for Board of Education Approval of Employment of SCSSSD certificated and non-certificated staff for the 2019-2020 School Year.** It is recommended by the Superintendent that the Board of Education approve the employment of SCSSSD certificated and non-certificated staff for the 2019-20 school year. It is also recommended that the Board of Education approve the employment of staff employed under grant programs.
2. **Request and Recommendation by the Superintendent for Board of Education Approval of Employment of SCSSSD certificated and non-certificated staff for the 2019 Extended School Year Program.** It is recommended by the Superintendent that the Board of Education approve the employment of SCSSSD certificated and non-certificated staff for the 2019 Extended School Year Program. It is also recommended that the Board of Education approve the employment of staff employed under grant programs.
3. **Request and Recommendation by the Superintendent for Board of Education Approval of Megan Lamb** It is recommended by the Superintendent that the Board of Education approve Megan Lamb as a Paraprofessional - Cumberland Campus, \$17,934 (prorated), effective May 1, 2019.
4. **Request and Recommendation by the Superintendent for Board of Education Approval of Rashaun Smith** It is recommended by the Superintendent that the Board of Education approve Rashaun Smith as a Paraprofessional - Cumberland Campus, \$17,934 (prorated), effective May 6, 2019.
5. **Request and Recommendation by the Superintendent for Board of Education Approval of the Transfer of Stacy Lockwood** It is recommended by the Superintendent that the Board of Education approve Stacy Lockwood as an Assistant Principal/Social Worker - Daretown Campus to Principal Daretown Campus, July 1, 2019. * Actual salary will be determined upon agreement of a successor contract for all staff.
6. **Request and Recommendation by the Superintendent for Board of Education Approval of the Transfer of Brenda Russell** It is recommended by the Superintendent that the Board of Education approve Brenda Russell as an Instructor - LAC Campus to Instructor - Cumberland Campus, September 1, 2019.
7. **Request and Recommendation by the Superintendent for Board of Education Approval of the Transfer of Julie Yamasaki** It is recommended by the Superintendent that the Board of Education approve Julie Yamasaki as a Paraprofessional - LAC Campus to Paraprofessional - Cumberland Campus, September 1, 2019.
8. **Request and Recommendation for Board of Education Approval of by the Superintendent the Transfer of Shannon Jones** It is recommended by the Superintendent that the Board of Education approve Shannon Jones as a Paraprofessional - LAC Campus to Paraprofessional - Cumberland Campus, September 1, 2019.
9. **Request and Recommendation for Board of Education Approval of Resignation of Nicklas Thistlewood** It is recommended by the Superintendent that the Board of Education approve the resignation of Nicklas Thistlewood as a Paraprofessional - Salem, effective April 17, 2019.
10. **Request and Recommendation for Board of Education Approval of Resignation of Julie Wriggins** It is recommended by the Superintendent that the Board of Education

approve the resignation of Julie Wriggins as a Paraprofessional - Cumberland, effective May 24, 2019.

11. Request and Recommendation for Board of Education Approval of Job Description

It is recommended by the Superintendent that the Board of Education approve the Job Description for Coordinator of Special Programs; Coordinator of Shared Services (Human Resources).

Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
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 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
Realtime User Experience - RXP2019 Westin, Mt Laurel, NJ June 5, 2019	Colleen Lewis	\$26.60 mileage	\$26.60 - Total

Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
Noes (0) Abstain (0) Non Vote (0)

Programs

PROGRAMS:

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

- 1. Request and Recommendation for Board of Education Approval of Participation in Upper Pittsgrove Elementary School Dances** It is recommended by the Superintendent that the Board of Education approve the SCSSSD Upper Pittsgrove ASD students to participate in the Upper Pittsgrove Elementary School dances. Maria Martin, Paraprofessional at Upper Pittsgrove, has agreed to attend as a chaperone if needed and parents will provide transportation to and from the dances. This is an excellent opportunity for the students to participate in a regular education activity with students they are already familiar with.
- 2. Request and Recommendation for Board of Education Approval of Clinical Practicum Hours for Mary Blizzard.** It is recommended by the Superintendent that the Board of Education approve Mary Blizzard, NOVA Speech/Language student, to start her second clinical practicum in May through the Extended School Year Program. She will be supervised by Stephanie Weiser.
- 3. Request and Recommendation for Board of Education Approval for a Glass Sale for Cumberland Campus.** It is recommended by the Superintendent that the Board of Education approve a Glass Fundraiser that will be sold for \$10 each. The sale will run from May 8, 2019 through May 31, 2019. The proceeds will help to fund the wheelchair swing at the Cumberland Campus.

4. 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.

Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
Noes (0) Abstain (0) Non Vote (0)

Policy

POLICY - None

Old Business:

Old Business

INFORMATIONAL ITEMS

Informational Items

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

1. Request and Recommendation for Board of Education to Accept the Student Placement and Student Financial Report for the Month of April.
It is recommended that the Board of Education to accept the Student Placement Report and Student Financial Report for the month of April. This report has been 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 Monthly HIB Report SCSSSD (May Be Appropriate for Closed Session) (Handout) – Non Report

Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
Noes (0) Abstain (0) Non Vote (0)

Principal's/Administrator's Reports
Cumberland
Upper Pittsgrove

Audience Participation II

Recess Into Executive Session

AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION – None

RECESS INTO EXECUTIVE SESSION – 7:56 P.M.

It was moved by Mrs. Bomba and seconded by Mr. Halter that the Board of Education move to Executive Session.

Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
Noes (0) Abstain (0) Non Vote (0)

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: Negotiations
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: Safety Memo Floors
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:

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 – 8:18 p.m.

It was moved by Mr. Ransome and seconded by Mrs. Bomba that the Public portion of the meeting be resumed at 8:18 p.m.

Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
Noes (0) Abstain (0) Non Vote (0)

**Resumption of
Public Portion of
the Meeting**

ADJOURNMENT – 8:19 p.m.

It was moved by Mr. Ransome and seconded by Mrs. Bomba that the Board of Education meeting be adjourned at 8:19 p.m.

Ayes (4) Mr. Donelson, Mr. Halter, Mr. Ransome and Mrs. Bomba
Noes (0) Abstain (0) Non Vote (0)

Adjournment

Respectfully Submitted,

John H. Bolil
Business Administrator/Board Secretary