

**THE BOARD OF EDUCATION FOR SPECIAL SERVICES SCHOOL DISTRICT &  
VOCATIONAL TECHNICAL SCHOOL DISTRICT OF THE COUNTY OF SALEM  
BOARD OF EDUCATION MINUTES – JUNE 4, 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, June 4, 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. Janes Davis, Mr. Daryl Halter, Mr. Earl Ransome, Mrs. Patty Bomba, and Mrs. Julie Smith.

**Roll Call**

**Members Absent:** Ms. Margaret Nicolosi

**Others Present:** Mr. John Swain, Superintendent, Dr. Jennifer Bates, Assistant Superintendent/B.A./Board Secretary SCVTS, Mr. Frank Maurer, Assistant Superintendent/B.A./Board Secretary SCSSSD, Dr. Jane Whittinghill, Director of Related Services and Principal of Upper Pittsgrove Campus, Lisa McClintock, Director 21<sup>st</sup> 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, Tamika Rothwell, Teacher, Cumberland Campus, Theodore Rothwell, Diane Johnson, Veneda Sanders.

**MINUTES**

**Acceptance of the Minutes**

It was moved by Mr. Davis and seconded by Mr. Halter that the Board of Education approve the Minutes and Executive Minutes of the Board of Education Meeting held May 7, 2019, after a correction. It was Mr. Halter, not Mr. Davis, who made the motion to go into, and return from, Executive Session.

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba  
Noes (0) Abstain (0) Non Vote (0)*

**Acceptance of Addenda**

**ADDENDA**

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

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba  
Noes (0) Abstain (0) Non Vote (0)*

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

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba  
Noes (0) Abstain (0) Non Vote (0)*

**AUDIENCE PARTICIPATION I - None**

**Audience Participation**

**BOARD OF EDUCATION BUSINESS**

**BOE Business**

**A. Old Business-** Thank you to the Freeholders for their support with a Bond

**Old Business  
New Business**

**B. New Business-**

It was moved by Mr. Halter and seconded by Mr. Ransome that the Reorganization meeting be set for July 1, 2019 at 12:00 noon.

Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba  
Noes (0) Abstain (0) Non Vote (0)

C. Correspondence

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

Correspondence

D. Presentations -

1. 2018 -2019 Teacher of the Year - Tamika Rothwell
2. 2018-2019 Educator of the Year - Shannon Perkins
3. 2018-2019 Teacher of the Year- Nicole Pham
4. Retirement Resolution- Dr. Donald Aikens

Presentations

It was moved by Mr. Davis and seconded by Mrs. Smith that the Board of Education Approve the resolution thanking Dr. Donald Aikens for his hard work and dedication.

Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba  
Noes (0) Abstain (0) Non Vote (0)

5. Retirement Resolution – Dr. James D’Amato

It was moved by Mrs. Bomba and seconded by Mr. Davis that the Board of Education approve the resolution thanking Dr. James D’Amato for his hard work and dedication.

Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba  
Noes (0) Abstain (0) Non Vote (0)

6. Food Service Director Presentation-Chef Carter

**BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORT-**

Board Secretary/  
Business Admin.  
Report – SCVTS

**VOCATIONAL TECHNICAL SCHOOL DISTRICT**

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

**Board Secretary Report**

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.

\_\_\_\_\_  
Business Administrator/Board Secretary

June 4, 2019  
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 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.

**Board Secretary Certification**

Board Sec’y  
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**

**Transfers**

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

**Warrants**

**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**

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba  
Noes (0) Abstain (0) Non Vote (0)*

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

**Board Secretary/  
Business Admin  
New Business  
SCVTS**

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education approve the following Business items 1-12, and 14-15. 13 is being held for discussion during closed session.

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

**Bond Referendum  
Resolution**

THE BOARD OF EDUCATION OF THE SPECIAL SERVICES SCHOOL DISTRICT  
AND THE  
VOCATIONAL SCHOOL DISTRICT OF THE COUNTY OF SALEM

**BOND REQUEST RESOLUTION**

*WHEREAS*, an architectural feasibility study of the Board of Education of the Special Services School District and the Vocational School District of the County of Salem includes roof replacement, HVAC replacement/construction, electrical renovations, parking lot replacement on all buildings of the Salem County Vocational Technical School Campus, and

*WHEREAS*, the cost of roof replacement, HVAC replacement/construction, electrical renovations, parking lot replacement on all buildings of the Salem County Vocational Technical School Campus \$9,137,975, of which \$212,200 is being supported by the Salem County Vocational Technical High School Capital Reserve Account, therefore;

*BE IT RESOLVED*, that the Board of Education of the Special Services School District and the Vocational School District of the County of Salem approve the aforementioned renovation project of the Board of Education of the Special Services School District and the Vocational School District of the County of Salem and approve to support a bond in an amount not to exceed \$8,925,775 for the roof replacement, HVAC replacement/construction, electrical renovations, parking lot replacement on all buildings of the Salem County Vocational Technical School Campus.

*BE IT FURTHER RESOLVED*, that the Board of Education of the Special Services School District and the Vocational School District of the County of Salem authorizes it Architect of Records, Garrison Architects, to submit an application to the New Jersey Department of Education for Debt Service Aid, as well as to provide all appropriate and necessary documentation required as a part of that application and to take any necessary action to amend the Long Range Facilities Plan to include the aforementioned projects.

- 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.

**Contract with Breaker Group**
- 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](https://www.state.nj.us/treasury/purchase/contract_types.shtml)

**State Contracts 2019/2020**
- 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

**Contract List 2018/2019**
- 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.

**Lease with Salem Community College**
- 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.

**Maintenance Plan with EnerGWellness**
- 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.

**Service Contract with E.C.P. Business Machines**
- 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 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.

**Contract with Dude Solutions**
- 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.

**Contract with A.S.E.S. for Automotive Lifts**
- 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.

**Contract with Compressed Air Equipment**

**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

Acceptance of Proposal from Reliable Power Plus for Generators

**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.

Approval of Contract with Blackboard Connect

**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:

Host Partnership Contract Agreements

- 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)

*This item was held for discussion during closed session.*

Payment to Pittsgrove Board of Education for Prior Year Host Site adjustments

**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.

Approval of participation in Natural Gas Co-op

**15. Request and Recommendation of the Business Administrator for the Board of Education to Approve Participation in a Natural Gas Co-Op.**

It is recommended by the Business Administrator to approve participation in a natural gas Co-Op through the South Jersey Power Co-Op. Application is due May 30, 2019. This is an annual approval. The contract will begin December 2019, upon expiration of the current contract. The "Participation Response Form", Required Account Information", and a recent copy of a natural gas bill will be submitted as required.

Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba  
Noes (0) Abstain (0) Non Vote (0)

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

**New Business:**

Superintendent's Report - SCVTS

**PERSONNEL:**

Personnel

It was moved by Mr. Davis and seconded by Mrs. Bomba that the Board of Education approve the following Personnel items 1-5, and 7-16. 6 is being held for discussion during closed session.

**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:

- Karli Hider at \$10/hour
- Rachel Seykot at \$10/hour

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. *This item was held for discussion during closed session.*
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 Tyrone 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 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
- Rachael Lester-Battiata
- Eric Walter
- Eric Lockwood
- Jennifer Roberts
- Kacey Strock
- Megan Tobin
- Nicole Pham
- Leo Maisey
- Elizabeth Bernat-Duaime
- Kate Polillo
- Cindia Gredesky

**12. 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.

<b><u>CTE</u></b>	
Joseph Alexander	Garry Dolbow
Danut Chiriac	Tracy Foster
Bruce Connell	Lisa Hartsough
Anna DiPietro	Nick Keefe
Dominick DiPietro	Joseph Monzo
Keely DiTizio	Brian Quinn
Matthew DiTizio	Alfred Roeske
<b><u>Academic</u></b>	
Elizabeth Bernat-Duaime	Deborah Lubelski
Nicole Cerqueira	Leo Maisey
Carly Chaapel	Jami Munyan
Jessica Crim	Dawn Patrick
Lindsay Doran	Nicole Pham
Patrick Fisher	Kristen Polk
Justin Glenn	Carmen Porter
Cindia Gredesky	Kate Polillo
Nicole Kopp	Jennifer Roberts
Kimberly Kraky	Kacey Strock
Rachael Lester-Battiata	Megan Tobin
Eric Lockwood	Eric Walter

**13. Request and Recommendation by the Superintendent for Board of Education Approval for Bruce Connell as Instructor for 4H” 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.

**14. Request and Recommendation by the Superintendent for Board of Education Approval for Matt DiTizio as Instructor for 4H” 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. DiTizio will be compensated \$30.00 per hour.

**15. 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.

**16. 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.

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. 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:

- 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 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.

	<b>ORGANIZATION</b>	<b>ACTIVITY</b>	<b>DATE OR WEEK OF THE ACTIVITY</b>
A.	Basketball Team	The Dog Days of Summer - \$ Dog Day  Selling hot dogs, lemonade and cookies on the last two days of school  \$1.00 each	June 18-19 2019

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba  
Noes (0) Abstain (0) Non Vote (0)*

**POLICY**

**Policy**

It was moved by Mr. Halter and seconded by Mr. Ransome to approve the following policy items:

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

Discussion: Mr. Davis asked which county Brookdale was in, and Dr. Bates answered Essex County.

Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba  
Noes (0) Abstain (0) Non Vote (0)

**Old Business: None**

**Old Business**

**INFORMATIONAL ITEMS**

**Informational Items**

- 1. Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCVTS (May Be Appropriate for Closed Session) (Handout) *This item was pulled for discussion at Reorganizational Meeting scheduled for July 1, 2019.***

CTHS Principal's Report  
 CTHS Discipline Report  
 SCVTS Program Enrollment Report  
 Bravo Recipients - N/A for May

Local District Special Education Public Report for 2017-2018

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

**Board Secretary/  
Business Admin.  
Report - SCSSSD**

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

**Board Secretary Report**

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the months of February 2019, March 2019, and 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.

**Board Secretary Report**

_____	June 4, 2019
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 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 months of February 2019, March 2019, and April 2019.

**Reconciliation of Cash**

**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 of Education Certification**

**Transfer of Funds**

Transfers

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

**Warrants**

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

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba*  
*Noes (0) Abstain (0) Non Vote (0)*

**Board Secretary/Business Administrator New Business:**Board Sec'y/  
Business Admin.  
New Business

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

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** 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](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.

Receipt of Approval  
from Div. of  
Finance on  
2019/20 Budget  
for RDSApproval of  
Contract with  
Breaker GroupApproval of State  
Contracts for  
2019/2020Lease with Salem  
Community CollegeRenewal  
Applications for  
Temporary  
Instruction Space  
for 2019/2020

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.

**Renewal of Interlocal Service Agreement with GCA for Custodial Services**

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:

**Approval of Transportation Contracts**

**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**

8. **Request and Recommendation of the Business Administrator for the Board of Education to Approve the Field Experience Agreement with Brandman University**  
It is recommended by the Business Administrator that the Board of Education approve a Field Experience Agreement with Brandman University Specialist for the Bachelor or Master of Arts in Social Work program. This is a continuation of a previous agreement that expires June 15, 2019. This agreement will expire June 30, 2022.

**Approval of Field Experience Agreement with Brandman University**

9. **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.

**Acceptance of Bids for Nursing Services**

	<b>Bayada</b>	<b>Staffing Plus</b>	<b>Wright Choice</b>
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

10. **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.

**Approval to Award Bid for Nursing Services to Wright Choice**

11. **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.

**Approval of Contract List for 2018/2019**

**12. 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.

**Approval of Revised Clinical Affiliation Agreement with Rutgers University**

**13. 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.

**Approval of Contract Renewal with Blackboard Connect**

**14. Request and Recommendation of the Business Administrator for the Board of Education to Approve Participation in a Natural Gas Co-Op.**

It is recommended by the Business Administrator to approve participation in a natural gas Co-Op through the South Jersey Power Co-Op. Application is due May 30, 2019. This is an annual approval. The contract will begin December 2019, upon expiration of the current contract. The "Participation Response Form", Required Account Information", and a recent copy of a natural gas bill will be submitted as required.

**Approval for Participation in Natural Gas Co-Op**

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba  
Noes (0) Abstain (0) Non Vote (0)*

**SUPERINTENDENT'S REPORT - SPECIAL SERVICES SCHOOL DISTRICT**

**Superintendent's Report - SCSSSD**

**New Business:**

**New Business**

**PERSONNEL:**

**Personnel**

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

1. **Request and Recommendation of the Superintendent for Board of Education to Approve Job Descriptions** It is recommended by the Superintendent that the Board of Education approve the Job Descriptions for Upper Pittsgrove Activities Coordinator and Upper Pittsgrove Extra-Curricular Activities Coordinator. These positions are for staff who assist in arranging programming for students to mainstream with the Upper Pittsgrove student population both during school and at after-school extra-curricular events as a designated chaperone.
2. **Request and Recommendation by the Superintendent for Board of Education to Approve the Contract for Frank Maurer**  
It is recommended by the Superintendent that the Board of Education approve the contract (Assistant Superintendent/Business Administrator/Board Secretary) for Frank Maurer to be submitted to the county office for approval, effective July 1, 2019. *This item was held for discussion during closed session.*
3. **Request and Recommendation by the Superintendent for Board of Education to Approve the Stipend for Frank Maurer.** It is recommended by the Superintendent that the Board of Education approve the stipend for Frank Maurer to assume the Assistant Superintendent/ Business Administrator responsibilities from the period of May 1, 2019 until June 30, 2019 at the stipend of \$2,000.

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.
  - Michael Pavesi**
  - Tamika Rothwell**
  - Rachel Lester-Batiata**
  - Jill Reistle (as per agreement with Cumberland Regional CST)**
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.
  - Anne Callens - Nursing Coordinator \$1075**
  - Jane Smith - Nursing Coordinator \$1075**
  - Nicolas Maltman - Secretary \$150/day**
  - 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.
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.
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.)

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith 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:

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	<b>\$40</b>

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba*  
*Noes (0) Abstain (0) Non Vote (0)*

**Programs**

**PROGRAMS:**

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

- 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

Friendly’s Ice Cream  
 1220 Hurffville Road  
 Deptford, NJ 08096

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba*  
*Noes (0) Abstain (0) Non Vote (0)*



**POLICY**

**Policy**

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

**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

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba  
Noes (0)                      Abstain (0)                      Non Vote (0)*

**Old Business:** NA

**Old Business**

**INFORMATIONAL ITEMS**

**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 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. *This item was held for the Reorganizational Meeting scheduled for July 1, 2019*

**4. Principal's/Administrator's Reports**

- Cumberland Campus
- Related Services
- Upper Pittsgrove ASD Program

**AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION**

**Audience  
Participation**

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.

**RECESS INTO EXECUTIVE SESSION – 8:10 p.m.**

**Recess to 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:  

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- 2. Matters in which the release of information would impair the right to receive government funds, and specifically:  

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- 3. Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically:  

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- 4. Matters concerning negotiations, and specifically:  
*SCVTS and SCSSSD negotiations, Asst. Sup/BA Contracts*  

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*SCVTS Host Site Contracts*  

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- 5. Matters involving the purchase of real property and/or the investment of public funds, and specifically:  

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- 6. Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically:  

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- 7. Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:  

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- 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:  
CSA Evaluation
- 

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

It was moved by Mr. Davis and seconded by Mrs. Smith that the Board of Education recess into Executive Session.

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba*  
*Noes (0) Abstain (0) Non Vote (0)*

**RESUMPTION OF PUBLIC PORTION OF THE MEETING – 8:45 p.m.**

**Resumption of  
Public Portion of  
Meeting**

It was moved by Mr. Davis and seconded by Mr. Halter that the Board of Education resume the public portion of the meeting.

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba*  
*Noes (0) Abstain (0) Non Vote (0)*

It was moved by Mr. Halter and seconded by Mrs. Smith that the Board of Education approve the following SCVTS Personnel item held for discussion during Executive Session

**SCVTS**  
**Personnel:**

- 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.

**Approval of  
Contract for Dr.  
Bates**

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba*  
*Noes (0) Abstain (0) Non Vote (0)*

It was moved by Mr. Halter and seconded by Mr. Davis that the Board of Education approve the following SCSSSD Personnel and Program items held for discussion during Executive Session

**SCSSSD**

**Personnel:**

**2. Request and Recommendation by the Superintendent for Board of Education to Approve the Contract for Frank Maurer**

It is recommended by the Superintendent that the Board of Education approve the contract (Assistant Superintendent/Business Administrator/Board Secretary) for Frank Maurer to be submitted to the county office for approval, effective July 1, 2019.

**Approval of Contract for Mr. Maurer**

**Programs:**

**15. Request and Recommendation of the Superintendent for Board of Education to Approve the Food Service Project at the Alternative School.**

**Approval of Food Service Project at Alternative School**

*Ayes (6) Mr. Donelson, Mr. Halter, Mr. Ransome, Mr. Davis, Mrs. Smith and Mrs. Bomba*  
*Noes (0) Abstain (0) Non Vote (0)*

**Adjournment**

**ADJOURNMENT**

It was moved by Mrs. Smith and seconded by Mr. Halter that the Board of Education Meeting be adjourned at 8:58 p.m.

Respectfully Submitted,

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Jennifer Bates  
Assistant Superintendent  
Business Administrator/Board Secretary  
SCVTS

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Frank Maurer  
Assistant Superintendent  
Business Administrator/Board Secretary  
SCSSSD