

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

Regular Board of Education Meeting  
880 Route 45, Woodstown, NJ 08098  
Tuesday, September 24, 2019 at 7:00 p.m.

**AGENDA**

**I. PLEDGE OF ALLEGIANCE TO THE FLAG**

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

**II. CALL TO ORDER**

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

**III. ROLL CALL**

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

**IV. MINUTES**

It is recommended that the Board of Education approve the Minutes of the August 27, 2019 Board of Education Meetings.

Action: Approved\_\_\_\_ Disapproved \_\_\_\_Held for Study\_\_\_\_  
Motion by: \_\_\_\_\_  
Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

**V. ADDENDA**

**A. Acceptance of Agenda Addenda Items SCVTS**

Action: Approved\_\_\_\_ Disapproved \_\_\_\_Held for Study\_\_\_\_  
Motion by: \_\_\_\_\_  
Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

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**B. Acceptance of Agenda Addenda Items SCSSSD**

Action:       Approved\_\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study\_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

**VI. AUDIENCE PARTICIPATION I**

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

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

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

**VII. BOARD OF EDUCATION BUSINESS**

- A. Old Business-**
- B. New Business-None**
- C. Correspondence-None**
- D. Presentations - Chris Jones**

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

**A. Board Secretary Report**

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

|  |                    |
|--|--------------------|
| _____                                  | September 24, 2019 |
| Business Administrator/Board Secretary | Date               |



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**2. Request and Recommendation by the Business Administrator for Board Approval of a Donation.**

It is recommended by the Business Administrator that the Board of Education approve the donation of three interior/exterior doors from Garry Dolbow for use by the Construction Program at the Salem County Career and Technical High School. The value of the doors is estimated to be \$150.00.

**3. Request and Recommendation by the School Administrator for Board of Education Approval of a District Purchasing Manual**

It is recommended by the School Administrator for the Board of Education approve a District Purchasing Manual. The previous manual was approved when using the Edge software. The manual was not revised by the business office when the system switched to EduMet.

**4. Request and Recommendation by the Business Administrator for Board Approval of the School Integrated Pest Management Plan.**

It is recommended by the Business Administrator for Board of Education approval to accept the School Integrated Pest Management Plan for the Salem County Vocational Technical School District for the 2019/2020 School Year.

**5. Request and Recommendation by the Business Administrator for Board of Education Acceptance of Bids for Equipment No Longer of Use to the District.**

It is recommended by the Business Administrator that the Board of Education accept the following winning bids for equipment advertised as no longer being of use to the district:

Upright Filing Cabinet - \$10.00 - Lindsay Quinn  
South Bend Convection Oven - \$1500.00 - Botto's Italian Line  
JET metal bandsaw - \$50 - Shannon Leadly

**6. Request and Recommendation by the School Administrator for the Board of Education Approval of a Continuation to Snow Removal for both Districts Salem County Vocational Technical School and Salem County Special Services School District for Services from November 1, 2019 to March 31, 2020.**

It is recommended by the school administrator that the Board of Education approve the continuation of snow removal for both school districts Salem County Vocational Technical School and Salem County Services School District for services from November 1, 2019 to March 31, 2020.

Four Season's Lawn Care and Excavating, LLC. Price per hour for all snow removal and de-icing of all paved lots, sidewalks and entrance ways - \$515 (with possible 2% increase) per hour per location, with a minimum charge of one hour.

Inches

|         |                           |
|---------|---------------------------|
| 0-3     | \$1,545.00/location/event |
| 3.01-6  | \$1,777.00/location/event |
| 6.01-9  | \$2,008.00/location/event |
| 9.01-12 | \$2,317.00/location/event |

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12+ An additional \$500 added to the 9.01-12 price per inch over 12”  
Per location

**7. Request and Recommendation by the Business Administrator for Board of Education Approval of Payment to Aqua-Treat, Inc.**

It is recommended by the Business Administrator that the Board of Education approve a payment of \$275.00 to Aqua-Treat, Inc. for monthly water treatment service to the hot water boilers at the Career and Technical High School for July. The Board approved ProAsysto provide these services for the 2019/20 school year, but the change was not effective until August.

**8. Request and Recommendation by the Business Administrator to accept the Merchandise and Services from Aramark for the 2019-2020 School Year.**

It is recommended by the Business Administrator for Board of Education approval to accept the following quantities and prices from Aramark for the lease and cleaning custodial items. This has not changed since last year. We are in year 4 of a 5-year contract that expires in August of 2021.

| <b>Merchandise</b>          | <b>Qty</b> | <b>Cost per Item</b> | <b>Frequency</b> | <b>Minimum Billed %</b> | <b>Replacement Charge</b> |
|-----------------------------|------------|----------------------|------------------|-------------------------|---------------------------|
| <b>DM1704<br/>BRWN 4x6</b>  | <b>18</b>  | <b>\$7.75</b>        | <b>EOW</b>       | <b>50%</b>              | <b>\$300.00</b>           |
| <b>DM1704<br/>BRWN 3X10</b> | <b>16</b>  | <b>\$9.75</b>        | <b>EOW</b>       | <b>50%</b>              | <b>\$350.00</b>           |
| <b>DP0018<br/>ORNG-60</b>   | <b>4</b>   | <b>\$2.70</b>        | <b>EOW</b>       | <b>50%</b>              | <b>\$61.88</b>            |
| <b>DP0018<br/>REDD-24</b>   | <b>12</b>  | <b>\$1.80</b>        | <b>EOW</b>       | <b>50%</b>              | <b>\$34.35</b>            |
| <b>DP0025<br/>GREN LGER</b> | <b>20</b>  | <b>\$3.00</b>        | <b>EOW</b>       | <b>50%</b>              | <b>\$41.26</b>            |
| <b>XX0257<br/>BLAK-X</b>    | <b>1</b>   | <b>0</b>             | <b>EOW</b>       | <b>100%</b>             | <b>25.00</b>              |
| <b>DP0018<br/>YELLOW-48</b> | <b>4</b>   | <b>\$2.15</b>        | <b>EOW</b>       | <b>50%</b>              | <b>\$42.00</b>            |

**9. Request and Recommendation by the School Administrator for Board of Education Approval of the 2019-20 Budget Development Calendar for Salem County Vocational Technical Schools and Salem County Special Services School District.** It is recommended by the School Administrator that the Board of Education approve the 2019-20 Budget Development Calendar for Salem County Vocational Technical Schools and Salem County Special Services School District.



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**2. Request and Recommendation by the Superintendent for Board of Education Approval of the Transfer of Grant Leady from Part-Time Custodian to Full-Time Custodian Level III**

It is requested and recommended by the Superintendent for the Board of Education approve the transfer of Grant Leady from Part-Time Custodian to Full-Time Custodian Level III Step 1 \$23,029, beginning September 16, 2019.

**3. Request and Recommendation by the Superintendent for Board of Education Approval of the Transfer of Brenda Karstetter from Substitute Food Service Aide to Part-Time Food Service Aide**

It is requested and recommended by the Superintendent for the Board of Education approve the transfer of Brenda Karstetter from substitute Food Service Aide to Part-Time Food Service Aide, Level I Step 6 \$15,366, beginning September 16, 2019.

**4. Request and Recommendation of the Superintendent for Board of Education Approval of the Retirement Payout of Unused Sick Days to Nicole Pham.**

It is recommended by the Superintendent that the Board of Education approve the payment of unused sick days to Nichole Pham in accordance with the negotiated contract at \$75 for 17.5 sick days, the amount allowed by negotiated contract, totaling \$1,312.50 to be paid upon official retirement date November 1, 2019

**5. Request and Recommendation for Board of Education Approval of the 21st Century Community Learning Center (21st CCLC) funding for the following staff for the 2019-2020 school year.**

It is recommended by the Superintendent that the Board of Education approve staff to be funded through the 21st CCLC grant. The staff and their salary percentages are listed below.

| <b>Staff</b>              | <b>Funding Source</b> | <b>Salary</b>                      |
|---------------------------|-----------------------|------------------------------------|
| Ryan Kean<br>Stephen Kean | 21st CCLC Grant       | \$35.00 site coordinator<br>hourly |

**6. Request and Recommendation for Board of Education Approval for the Revised Salary Guides**

It is requested and recommended by the Superintendent that the Board of Education approve the revised salary guides. The revision is to the vacation language in the following guides:

- a. Technology Coordinators
- b. Food Service Coordinators
- c. Adjunct Staff
- d. Adult and Community Education, Etc, Grant Funded
- e. Administrative Assistants (additional correction to salary amount)
- f. Registrar/ Director of Student Information & Data Services
- g. Certificated and Non Certificated Support Staff
- h. Confidential Business Office Assistants





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|   |   |  |   |
|---|---|--|---|
| <p><i>Sustainability as a Social Justice Issue</i><br/>Prescott College,<br/>Prescott, AZ 86301<br/>November 15 - 18, 2019</p>  | <p>Carly Chaapel</p>  | <p>\$500.00<br/>-Airfare<br/>\$200.00 - Car Rental<br/>\$192.50 meals &amp; incidentals per gsa guidelines</p>   | <p>\$700.00<br/>Acct#<br/>11-140-100-580-0-53-002<br/>\$238.00 – Substitute</p>   |
| <p>What Should the Next Generation of Science Teaching and Learning Look Like in the Classroom I'm Observing?, Stockton University, Galloway, NJ<br/>November 19, 2019</p>              | <p>Gwen Herman<br/>Scott Marakovits<br/>Lisa McClintock</p>   | <p>\$178 registration<br/>\$40.60 mileage</p>  | <p>\$655.80<br/>ESEA Title II</p>   |
| <p>NJSACC Annual Conference: Level Up After School, The Marriott Princeton Hotel and Conference Center, Princeton, NJ<br/>November 22 and 23, 2019</p>                                  | <p>Cameron Baynes<br/>Kerry Heathewaite<br/>Jeanette Jackson<br/>Lisa McClintock<br/>Scott Marakovits</p> | <p>\$173 registration<br/>\$56 mileage<br/>\$10 tolls</p>  | <p>\$1,195<br/>21st CCLC</p>  |
| <p>NAAE/ACTE Conference<br/>Anaheim Marriott<br/>Anaheim, California<br/>December 2– 7, 2019</p>  | <p>Keely DiTizio</p>  | <p>\$445 registration<br/>\$363.00 – meals<br/>\$400.00 – airfare<br/>\$905.00 – hotel<br/>\$100.00 – bags<br/>Reimbursement at approved GSA guidelines</p>                | <p>\$2,213<br/>Acct#<br/>11-140-100-580-0-53-002<br/><br/>\$595 – Substitute</p>  |
| <p>NAAE/ACTE Conference<br/>Anaheim Marriott<br/>Anaheim, California<br/>December 2 – 7, 2019<br/><br/>*(Registration fee, Airfare and Share of hotel room are all covered by NAAE)</p> | <p>Matt DiTizio</p>   | <p>\$15.19 - mileage<br/>\$363.00 – meals<br/>\$100.00 – bags<br/>\$80.00 – parking<br/>\$50.00 – taxi<br/>\$5.00 – tolls<br/>Reimbursement at approved GSA guidelines</p> | <p>\$613.19<br/>Acct#<br/>11-310-100-580-0-92-002<br/><br/>\$595 – Substitute</p> |
| <p>Provisional Program Seminars NJASA</p>   | <p>Lisa McClintock</p>  | <p>\$1750 inclusive of all seminars</p>  | <p>\$1750</p>   |

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|  |  |  |  |
|--|--|--|--|
| Knowing Yourself to Better Lead Your Team - October 15, 2019   |  |  |  |
| Financial Resources and Business Operations: Asking the Right Questions - November 20, 2019          |  |  |  |
| Personnel II: Extraordinary Issues and Hot Topics - February 20, 2020                                |  |  |  |
| Staff and Community Relations: Designing and Delivering Effective Communications - February 26, 2020 |  |  |  |
| Strategic Planning: Aligning Vision and Resources - March 18, 2020                                   |  |  |  |
| 5/7 - Special Populations: Equity and Excellence - May 7, 2020                                       |  |  |  |

Action:            Approved\_\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study\_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

**PROGRAMS:**

**1. Request and Recommendation for Board of Education Approval of a Professional Membership in the New Jersey Council of Education in the amount of \$160 for the 2019-2020 School Year.**

It is recommended by the Superintendent that the Board of Education approve to pay for a professional membership in the New Jersey Council of Education in the amount of \$160 for Jennifer Bates, Assistant Superintendent/Business Administrator for the 2019-2020 school year. By negotiated contract Dr. Bates is entitled up to \$1650 in professional membership fees.

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**2. Request and Recommendation for Board of Education Approval of a Pilot Memorandum of Understanding with LinkIt!**

It is recommended by the Superintendent that the Board of Education approve a pilot memorandum of understanding between SCVTS and LinkIt. LinkIt! is an assessment technology and data analytics company, who will provide custom Navigator report analyzing 5 years of NJSLA/PARCC data at no cost.

**3. Request and Recommendation for Board of Education Approval Girl Scout Troop #30208 to Use the Salem County Career and Technical High School to Host a Baking Course on Saturday, November 16, 2019.**

It is recommended by the Superintendent that the Board of Education grant approval for Girl Scout Troop #30208 to use the Salem County Career and Technical High School to host a baking course to be taught by Chef Bruce Connell, SCVTS Banquet Coordinator, on Saturday, November 16, 2019 from to 1:00 pm - 4:00 pm. The course will require the presence of a licensed boiler seal employee. The costs of this individual to be present on Saturday, November 16, 2019 will be paid for by the Girl Scout Troop #30208. Additionally, the Girl Scout Troop #30208 will pay for all food costs associated with the course.

**4. Request and Recommendation for Board of Education Approval of a Resolution to Participate in the 2019-2020 Shared County Apprenticeship Coordinator Grant with Gloucester and Cumberland Counties**

It is recommended by the Superintendent that the Board of Education grant approval of a resolution for Salem County Vocational-Technical School to enter into a 2019-2020 shared County Apprenticeship Coordinator Consortium with Gloucester and Cumberland Counties as part of the County Apprenticeship Coordinator Program as approved by the NJ Department of Labor and Workforce Development. The Board of Education of the Special Services School District and the Vocational School District of the County of Gloucester will act as the lead for the three county consortia and will employ an apprenticeship coordinator to provide apprenticeship services for the three counties.

**5. Request and Recommendation for Board of Education Approval of a Program Agreement with Appel Farm Arts & Music Center and the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2023 hosted at the Penns Grove Carneys Point Regional School District.**

It is recommended by the Superintendent that the Board of Education approve a program agreement with Appel Farm Arts & Music Center and the SCVTS 21st CCLC Salem County Achievers program hosted at the Penns Grove Carneys Point Regional School District. The program will provide students with a general exploration of one of the performing arts, which will allow them to engage in the process of discovery and creation. The program will run for a total of 30 hours, 90 minutes once a week for 18 weeks. The total cost of the program is \$4,000, which is fully funded through the 21st CCLC grant for the 2019-2020 school year.

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**6. Request and Recommendation for Board of Education Approval of a Consortium Partnership with the Northeast Carpenters Apprenticeship Fund for the Salem County Vocational Technical Schools.**

It is recommended by the Superintendent that the Board of Education approve a Consortium Partnership with the Northeast Carpenters Apprenticeship Fund for the Salem County Vocational Technical Schools Construction Program. The partnership will provide construction students an opportunity to participate in YTTW sponsored activities in the construction trades. There is no cost for this partnership.

**7. Request and Recommendation for Board of Education Approval of FamCare and the Riverview Success Center to Provide Services to the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2023 students.**

It is recommended by the Superintendent that the Board of Education approve FamCare and Riverview Success Center to provide services to the SCVTS 21st CCLC Salem County Achievers program hosted at Penns Grove Carneys Point Regional School District. The program provided through FamCare will help students to establish trusted adult relationships. The Riverview Success Center will provide ESL support services. There is no cost to the district for these programs.

**8. Request and Recommendation for Board of Education Approval to Apply for the FFA Living to Serve Grant in the amount of \$3,000.**

It is recommended by the Superintendent that the Board of Education approve the CTHS FFA Chapter to apply for a Living to Serve, Local Engagement grant in the amount of \$3,000 to support yearlong service-learning projects that address community needs in one of four focus areas: Community Safety; Hunger, Health and Nutrition; Environmental Responsibility and Community Engagement.

**9. Request and Recommendation for Board of Education Approval to Apply for the Farm Credit East Grant in the amount of \$500.**

It is recommended by the Superintendent that the Board of Education approve the CTHS FFA Chapter to apply for a Farm Credit East grant in the amount of \$500 to support students current Supervised Agricultural Experience (SAE) projects or to enhance their knowledge of the agriculture, commercial fishing or forest products industries.

**10. Request and Recommendation for Board of Education Approval to Approve the 2019-2020 Adult Vocational Program Class Schedule.**

It is requested that the Board of Education approve the 2019-2020 Adult Vocational Program class schedule as follows:

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| <b>Program Name</b> | <b>Start Date</b> | <b>End Date</b> | <b>Total Cost*</b> | <b>Tuition**</b> | <b>Reg. Fees</b> | <b>Books/ Materials</b> | <b>Supplies/ Tools</b> | <b>Other</b> | <b>Hours</b> |
|---------------------|-------------------|-----------------|--------------------|------------------|------------------|-------------------------|------------------------|--------------|--------------|
| Phlebotomy          | 10/21/19          | 11/18/19        | \$1950             | \$1900           | \$50             | \$0                     | \$0                    | \$0          | 200          |
|                     | 1/6/20            | 1/24/20         | \$1950             | \$1900           | \$50             | \$0                     | \$0                    | \$0          | 200          |

**11. Request and Recommendation for Board of Education Approval of GED Testing Dates for the 2019-2020 School Year.**

It is recommended by the Superintendent that the Board of Education approve GED testing dates for the 2019-2020 school year. Annually, the Bureau of Adult Education and Family Literacy requests the Salem County Vocational Technical School’s Board of Education to serve as the approved test center for Salem County. A list of those dates follow:

| <b>2019-2020</b> | <b>Test Dates</b> |
|------------------|-------------------|
| September        | 30th              |
| October          | 1st               |
| November         | 14th & 15th       |
| December         | 9th & 10th        |
| January          | 6th & 7th         |
| February         | 19th & 21st       |
| March            | 19th & 20th       |
| April            | 16th & 17th       |
| May              | 11th & 12th       |
| June             | 22nd & 23rd       |

**12. Request and Recommendation for Board of Education Approval to Declare the Week of Respect and School Violence Awareness Week during the Month of October 2019 for the 2019-2020 School Year.**

It is recommended by the Superintendent that the Board of Education grant approval to declare the week of October 7 through October 11, 2019 as the “Week of Respect”, in accordance with the Anti-Bullying Bill of Rights Act (P.L.2010, c.122) and October 21 through October 25, 2019 as “School Violence Awareness Week”, in accordance with the requirements of title 18A:36-5.1.

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**13. 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.

**14. Request and Recommendation for Board of Education Approval of the Second Reading and Purchase for the Following Textbook at the Career and Technical High School for the 2019 – 2020 School Year.**

It is recommended by the Superintendent that the Board of Education grant approval of the second reading and purchase of the following textbooks for use at the Career and Technical High School for the 2019-2020 school year. The textbooks are available in the Board Conference Room for review. Readability studies have been completed and reviewed in accordance with the Affirmative Action Policy.

| <b>Textbooks</b>                             | <b>Class/Program</b>    | <b>ISBN</b> |
|--|-------------------------|-------------|
| One Trade, Many Careers - Career Connections | Construction Technology | CC0002G     |

**15. Request and Recommendation for Board of Education Approval of fundraising activities for the Career and Technical High School for the 2019-2020 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. | Boys/Girls Volleyball | Bottle Water Sales<br>Cost: \$1.00   | September 25, 2019 – June 12, 2019    |
| B. | Boys/Girls Volleyball | Pretzel Sales (Fridays)<br>Cost: \$1.00                                    | September 25, 2019 – June 12, 2019    |
| C. | Boys/Girls Volleyball | Sub Sales (italian Kitchen)<br>Cost: \$7.00                                | September 25, 2019 – June 12, 2019    |
| D. | Class of 2020         | Class of 2020 T-Shirt<br>Cost: \$15.00 or \$20.00<br>(depending on design) | September 23, 2019 – October 4, 2019  |
| E. | AFJROTC               | Sponsorship Letter Campaign – Requirement is for each cadet to send        | September 25, 2019 – January 30, 2020 |

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|----|---------------|--|---|
|    |               | out (10) letters each to family and friends asking for monetary donations.       |   |
| F. | Class of 2021 | Class of 2021 T-Shirt<br>Cost: \$15.00 or \$20.00<br>(depending on design)       | October 1, 2019 - October 11, 2019  |
| G. | Class of 2020 | Jack Links and Jerky<br>Dynasty Jerky<br>Cost - \$1.00 or \$2.00                 | October 1, 2019 – June 3, 2020  |
| H. | Class of 2021 | Jack Links and Jerky<br>Dynasty Jerky<br>Cost - \$1.00 or \$2.00                 | October 1, 2019 – June 3, 2020  |
| I. | Class of 2020 | Gertrude Hawk<br>Chocolates<br>Cost - \$1.00 or \$2.00                           | October 1, 2019 – June 30, 2020   |
| J. | Class of 2021 | Gertrude Hawk<br>Chocolates<br>Cost - \$1.00 or \$2.00                           | October 1, 2019 – June 30, 2020   |
| K. | Culinary Club | Halloween Treats Class<br>\$40.00 to participate                                 | October 2, 2019 &<br>October 16, 2019<br>*Limit per class is 20*              |
| L. | Culinary Club | Annual Thanksgiving Pie<br>Sales – Assorted pies will<br>be sold                 | October 7, 2019 –<br>November 13, 2019<br>Pickup date: November<br>27, 2019   |
| M. | Class of 2022 | Sale of beanie hats with<br>SCVTS Chargers Logo<br>Cost: Approx. \$25.00<br>each | October 14, 2019 –<br>November 4, 2019  |
| N. | Culinary Club | Thanksgiving Baking<br>Class<br>\$40.00 to participate                           | November 6, 2019 &<br>November 20, 2019<br>*Limit per class is 20*            |
| O. | Culinary Club | Holiday Items– Assorted<br>cookies, breads and<br>casseroles will be sold        | November 27, 2019 –<br>December 13, 2019<br>Pickup date: December<br>20, 2019 |
| P. | Culinary Club | Christmas Baking Class<br>\$40.00 to participate                                 | December 4, 2019 –<br>December 16, 2019<br>*Limit per class is 20*            |

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – SEPTEMBER 24, 2019**

**16. Request and Recommendation for Board of Education Approval of Student  
Community Service Projects for the 2019-2020 school year.**

| <b>Community Service Project</b>  | <b>Date</b>                        | <b>District Cost</b> |
|---|------------------------------------|----------------------|
| Boys' and girls' volleyball team members to participate in a roadside clean-up of a street in Woodstown, NJ | Various dates throughout the year. | \$0                  |

**17. Request and Recommendation for Board of Education Approval for Six (6) FFA Members and Two (2) Chaperone to Attend the National FFA Convention in Indianapolis, Indiana from October 29, 2019 to November 2, 2019.**

It is recommended by the Superintendent that the Board of Education grant approval for six (6) FFA members and two (2) chaperones to attend and participate in the National FFA Convention in Indianapolis, Indiana from October 29, 2019 to November 2, 2019. Per Board of Education policy, the school district will allocate \$2,500 for student participation costs of registration, travel and lodging in national conferences and competitions. The balance of the student costs will be covered by the FFA Chapter or student/parent contribution. A cost breakdown for the trip is as follows:

**Student Costs**

Travel (Airfare/Ground Transportation): \$4000.00  
 Registration fees: \$ 500.00  
 Hotel Lodging: \$2000.00

**Cost to District: (Advisor & Chaperone)**

Airfare/Train \$766.00 Total  
 Registration Fees \$250.00  
 Chaperone Fee \$ 75.00 per night, per chaperone (Acct# 11-140-100-53-002)  
 Hotel \$612.00  
 Meals \*Chaperone meal reimbursement at approved GSA guidelines  
 Transportation to Airport \$175.00  
 Substitutes - \$920.00 Total

Action: Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study \_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_



**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – SEPTEMBER 24, 2019**

**POLICY**

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

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

- P 3159** Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
- P & R 3218** Use, Possession, or Distribution of Substances (M) (Revised)
- P & R 4218** Use, Possession, or Distribution of Substances (M) (Revised)
- P 4219** Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)
- P 5517** School District Issued Student Identification Cards (Revised)
- P & R 6112** Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
- P & R 7440** School District Security (M) (Revised)
- P 8630** Bus Driver/Bus Aide Responsibility (M) (Revised)
- R 8630** Emergency School Bus Procedures (M) (Revised)
- P 8670** Transportation of Special Needs Students (M) (Revised)
- P 9210** Parent Organizations (Revised)
- P 9400** Media Relations (Revised)

Action: Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study \_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

**B. Old Business:**

1.

Action: Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study \_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_



**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – SEPTEMBER 24, 2019**

**E. Transfer of Funds**

There are no transfers to report.

**F. Warrants**

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

- SCSSSD Payroll Period Ending August 15, 2019 in the amount of \$334,253.87
- SCSSSD Payroll Period Ending August 30, 2019 in the amount of \$288,084.96
- Payments for the period Ending September 20, 2019 in the amount of \$874,025.532.

Action:           Approved\_\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study\_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

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

**1. Request and Recommendation by the Business Administrator for Board Approval of the Master Training Contract with Thomas Jefferson University.**

It is recommended by the Business Administrator for Board of Education approval of Salem County Special Services Master Training Contract with Thomas Jefferson University. This agreement is for undergraduate, graduate and certificate program students in various health care specialties to be part of a clinical experience.

**2. Request and Recommendation by the Business Administrator to Accept the Tuition Payment from Sending Districts.**

It is recommended by the Business Administrator to accept the tuition payment from:

- a. Penns Grove Carney's Point School District (19-20)
  - i. Alternative \$132,500
  - ii. Tuition \$435,790
  - iii. One-to-One Aides \$230,628
- b. Washington Township (ESY 19)
  - i. Tuition \$4,800
- c. Woodstown-Pilesgrove Board of Education
  - i. ESY Tuition \$21,400
- d. Upper Pittsgrove School District
  - i. Related Services \$20,200
  - ii. ESY 19 \$21,400

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – SEPTEMBER 24, 2019**

- e. Salem City Board of Education
  - i. Tuition \$776,367
  - ii. One-to-One Aides \$76,876
  - iii. Salem Campus Tuition \$387,000
- f. Upper Deerfield Township Board of Education
  - i. One-to-One Aides \$76,876
  - ii. Tuition \$210,418

**3. Request and Recommendation by the Business Administrator for Board Approval of the School Integrated Pest Management Plans.**

It is recommended by the Business Administrator for Board of Education approval to accept the School Integrated Pest Management Plans for the Cumberland Campus, Daretown, and Regional Day School for the 2019/2020 School Year.

**4. Request and Recommendation by the School Administrator that the Board of Education Approve GCSSD Transportation Contracts.**

It is recommended by the school administrator that the Board of Education approve the attached GCSSD Transportation Contracts.

**5. Request and Recommendation by the Business Administrator for Board of Education Approval of Payment to Aqua-Treat, Inc.**

It is recommended by the Business Administrator that the Board of Education approve a payment of \$330.00 to Aqua-Treat, Inc. for monthly water treatment service to the cooling tower and hot water boiler for July. The Board approved ProASys to provide these services for the 2019/20 school year, but the change was not effective until August.

**6. Request and Recommendation by the School Administrator for the Board of Education Approval of a Landscaping Bid for Salem County Special Services School District Salem Campus for Services from November 1, 2019 to March 31, 2020.**

It is recommended by the Business Administrator that the Board of Education approve a landscaping bid with Four Season's Lawn Care and Excavating, LLC at the cost of \$6,750.

**7. Request and Recommendation by the School Administrator for the Board of Education Approval of a Continuation to Snow Removal for both Districts Salem County Vocational Technical School and Salem County Special Services School District for Services from November 1, 2019 to March 31, 2020.**

It is recommended by the school administrator that the Board of Education approve the continuation of snow removal for both school districts Salem County Vocational Technical School and Salem County Services School District for services from November 1, 2019 to March 31, 2020.

Four Season's Lawn Care and Excavating, LLC. Price per hour for all snow removal and de-icing of all paved lots, sidewalks and entrance ways - \$515 (with possible 2% increase) per hour per location, with a minimum charge of one hour.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – SEPTEMBER 24, 2019**

Inches

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

**8. Request and Recommendation by the School Administrator for Board of Education Approval of Web.com**

It is recommended by the School Administrator for the Board of Education approve Web.com as the district website provider. A district website will be created off of this account to replace the current website. Both districts will be on the same platform. Cost of the \$1199.90 set-up fee and an annual \$1027.97 maintenance fee.

**9. Request and Recommendation by the School Administrator for Board of Education Approval of a Refund to Deerfield Township School District**

It is recommended by the School Administrator for the Board of Education to approve a \$375.00 refund to Deerfield Township School District due to double billing for related services.

**10. Request and Recommendation by the School Administrator for Board of Education Approval of a District Purchasing Manual**

It is recommended by the School Administrator for the Board of Education to approve a District Purchasing Manual. The previous manual was approved when using the Edge software. The manual was not revised by the business office when the system switched to EduMet.

**11. Request and Recommendation by the School Administrator for Board of Education Approval of a Contract with Integrated Learning, LLC.**

It is recommended by the School Administrator for the Board of Education to approve a contract with Integrated Learning, LLC. The cost of the contract will be split with Salem City School District to meet the needs of a student at the Upper Pittsgrrove program.

**12. Education Approval of the 2019-20 Budget Development Calendar for Salem County Vocational Technical Schools and Salem County Special Services School District.**

It is recommended by the School Administrator for the Board of Education to approve the 2019-20 Budget Development Calendar for Salem County Vocational Technical Schools and Salem County Special Services School District.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – SEPTEMBER 24, 2019**

**2019-2020 Budget Development Calendar  
SCSSSD**

|            |   |
|------------|---|
| 10/14/2019 | ISSUE BUDGET PREP WORKSHEETS AND ASSUMPTIONS              |
| 11/15/2019 | SUPT/BA/ASST. SUPT. TO MEET WITH PRINCIPALS/ DIRECTORS    |
| 12/2/2019  | GET FIRST DRAFT OF BUDGET BACK FROM PRINCIPALS/ DIRECTORS |
| 12/16/2019 | DISCUSS GUIDELINES WITH BOARD                             |
| 1/21/2020  | BOARD APPROVAL OF TUITION RATES                           |
| 2/11/2020  | SECOND DRAFT  |
| 2/25/2020  | BOARD APPROVAL OF BUDGET                                  |

Action:        Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study \_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

**XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT**

**A. New Business:  
PERSONNEL:**

**1. Request and Recommendation for Board of Education Approval for the Employment of Roxanne Boleslawski**

It is requested by the Superintendent that the Board of Education approve the employment of Roxanne Boleslawski as a Substitute Social Worker for the Salem Campus at the salary of \$85.00 per day for twenty (20) days, after twenty (20) days salary becomes MA, Step 1 - \$56, 537 effective September 5, 2019.

**2. Request and Recommendation for Board of Education Approval for the Employment of Tammy Smith-Halter**

It is requested by the Superintendent that the Board of Education approve the employment of Tammy Smith-Halter as a Social Worker for the Child Study Team at the salary of MA, Step 12 - \$64,611 effective September 1, 2019.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – SEPTEMBER 24, 2019**

**3. Request and Recommendation for Board of Education Approval for the Employment of LeeAnn Garrison.**

It is requested by the Superintendent that the Board of Education approve the employment of LeeAnn Garrison as a Paraprofessional Cumberland Campus at the salary of IA, Step 1 - \$18,241 effective September 16, 2019.

**4. Request and Recommendation for Board of Education Approval for the Employment of Eligenys Del Valle.**

It is requested by the Superintendent that the Board of Education approve the employment of Eligenys Del Valle as a Paraprofessional Cumberland Campus at the salary of IA, Step 1 - \$18,241 effective September 1, 2019.

**5. Request and Recommendation for Board of Education Approval for the Employment of Julie Kandle.**

It is requested by the Superintendent that the Board of Education approve the employment of Julie Kandle as a Paraprofessional Cumberland Campus at the salary of IA, Step 1 - \$18,241 effective September 1, 2019..

**6. Request and Recommendation for Board of Education Approval for the Employment of Deanna Chiari.**

It is requested by the Superintendent that the Board of Education approve the employment of Deanna Chiari as a Paraprofessional Cumberland Campus at the salary of IA, Step 1 - \$18,241 effective September 1, 2019..

**7. Request and Recommendation for Board of Education Approval for the Employment of Christine Brooks.**

It is requested by the Superintendent that the Board of Education approve the employment of Christine Brooks as a Paraprofessional Cumberland Campus at the salary of IA, Step 8 - \$20,341 effective September 1, 2019.

**8. Request and Recommendation for Board of Education Approval for the Employment Sol Flores.**

It is requested by the Superintendent that the Board of Education approve the transfer of Sol Flores as a Paraprofessional Cumberland Campus to Behavior Modification Specialist/Interpreter at the salary of Modification Specialist/Interpreter, Step 1 - \$32,272 effective September 1, 2019.

**9. Request and Recommendation for Board of Education Approval for the Revised Salary Guides**

It is requested and recommended by the Superintendent that the Board of Education approve the revised salary guides. The revision is to the vacation and sick leave language in the following guides:

- a. Technology Coordinators
- b. Food Service Coordinators
- c. [Adjunct Staff](#)
- d. Adult and Community Education, Etc, Grant Funded
- e. Administrative Assistants (additional correction to salary amount)

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – SEPTEMBER 24, 2019**

- f. Registrar/ Director of Student Information & Data Services
- g. Certificated and Non Certificated Support Staff
- h. Confidential Business Office Assistants

**10. Request and Recommendation by the Superintendent for Board of Education Approval of the Retirement Resignation of John Carbonetta**

It is requested and recommended by the Superintendent that the Board of Education approve the retirement resignation of John Carbonetta effective January 1, 2020. Mr. Carbonetta will be paid out his accrued vacation, sick, and additional compensation days.

**11. Request and Recommendation by the Superintendent for Board of Education Approval of the Resignation of Malik Jones Paraprofessional at Cumberland Campus**

It is requested and recommended by the Superintendent that the Board of Education approve the resignation of Malik Jones effective September 16, 2019.

**12. Request and Recommendation for Board of Education Approval of the Change in Salary Guide for Amy Wright**

It is requested by the Superintendent that the Board of Education approve the change in salary guide for Amy Wright Teacher at Salem Campus from BA Step 3 at the salary of \$53,917 to BA +30 Step 3 at the salary of BA +30, Step 3 \$55,527 (prorated) effective September 1, 2019.

**13. Request and Recommendation by the Superintendent for Board of Education Approve the Six Hour Social Worker Internship for Timothy Perkins.**

It is recommended by the Superintendent that the Board of Education approve the Six Hour Social Worker Internship for Timothy Perkins (Atlantic Cape CC) to be completed between September and December. Mr. Perkins will be mentored by Kirsten Maltman at the Cumberland Campus.

**14. Request and Recommendation by the Superintendent for Board of Education Approve the Practicum 3 for Shannon Jones, Paraprofessional at the Cumberland Campus.**

It is requested and recommended by the Superintendent that the Board of Education approve the Practicum 3 for Shannon Jones, Paraprofessional at the Cumberland Campus for the Spring 2020 semester. Ms. Jones will be mentored by Amanda Joyce, Teacher.

**15. Request and Recommendation by the Superintendent for Board of Education To Approve OT Observation Hours for Brooke Samuels.**

It is requested and recommended by the Superintendent that the Board approve OT observation hours for Brooke Samuels, who is applying to a graduate level program for occupational therapy. The number of hours required is 20-40 and Ms. Samuels will be supervised by Carolyn Hollady at the Cumberland Campus.



**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – SEPTEMBER 24, 2019**

**16. Request and Recommendation by the Superintendent for Board of Education Approve the Novice Instructors and Mentors for the 2019-20 School Year.**

It is recommended by the Superintendent that the Board of Education approve the following novice instructors and their mentors for the 2019-20 school year. Under state guidelines novice instructors are required to pay the mentioned fee to the district who is then required to release the funds to the mentor upon successful completion of the program. Once approved payment schedules will be set up with each novice instructor to collect the fee. Contracts will be sent out between the novice instructor, mentor, and board of education.

| Novice Instructor | Mentor         | Fee /Program |
|-------------------|----------------|--------------|
| Shanna Scott      | Michelle Brown | \$550 CEAS   |

**PROFESSIONAL DEVELOPMENT:**

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

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

| Description of Professional Development or School Improvement Activity or Workshop                                   | Participant(s)                      | Cost Per Participant              | Total cost      |
|--|-------------------------------------|-----------------------------------|-----------------|
| <i>Strategies for Addressing Cognitive Dysfunction</i><br>Sponsored by: Stockton Univ.<br>October 21, 2019           | Suzanne Dalgleish<br>Amanda Stopper | \$50 Reg. Fee<br>\$50 Reg. Fee    | <b>\$100</b>    |
| <i>Effective School Counseling</i><br>Sponsored by: NJ Assoc. Of School Social Workers<br>October 22, 2019           | Christine Cacchioli                 | \$125 Reg. Fee<br>\$18.60 Mileage | <b>\$143.60</b> |
| <i>Special Education Litigation Certification Program</i><br>Sponsored by: NJPSA/FEA<br>10/13/19; 11/12/19; 12/12/19 | Shawn Rebman                        | \$450 Reg. Fee<br>\$23.96 Mileage | <b>\$473.96</b> |
| <i>Vision Techniques for Eye Movement Disorders</i><br>Sponsored by: PESI<br>Live Webcast October 25, 2019           | OT/PT Department                    | \$619.91 Fee                      | <b>\$619.91</b> |



**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – SEPTEMBER 24, 2019**

**4. Request and Recommendation for Board of Education Approval to Declare the Week of Respect and School Violence Awareness Week during the Month of October 2019 for the 2019-2020 School Year.**

It is recommended by the Superintendent that the Board of Education grant approval to declare the week of October 7 through October 11, 2019 as the “Week of Respect”, in accordance with the Anti-Bullying Bill of Rights Act (P.L.2010, c.122) and October 21 through October 25, 2019 as “School Violence Awareness Week”, in accordance with the requirements of title 18A:36-5.1.

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

It is recommended by the Superintendent that the Board of Education approve the [curriculum in action field trips](#) for the Salem County Special Services Schools.

**6. Request and Recommendation for Board of Education Approval for a Mum Fundraiser for the Cumberland Campus.**

It is recommended by the Superintendent that the Board of Education approve a Mum fundraiser for the Cumberland Campus beginning on

**7. Request and Recommendation for Board of Education Approval for a Tee Shirt Fundraiser for the Cumberland Campus.**

It is recommended by the Superintendent that the Board of Education approve a Tee Shirt fundraiser for the Cumberland Campus beginning on November 1, 2019 through November 15, 2019. The sale has been organized by Nikki Kelly, Teacher, and will go towards the purchase of wheelchair swing.

Action:           Approved\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study\_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

**POLICY**

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

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

- P 3159**           Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
- P & R 3218**    Use, Possession, or Distribution of Substances (M) (Revised)
- P & R 4218**    Use, Possession, or Distribution of Substances (M) (Revised)
- P 4219**           Commercial Driver’s License Controlled Substance and Alcohol Use Testing (M) (Revised)

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – SEPTEMBER 24, 2019**

- P 5517** School District Issued Student Identification Cards (Revised)
- P & R 6112** Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
- P & R 7440** School District Security (M) (Revised)
- P 8630** Bus Driver/Bus Aide Responsibility (M) (Revised)
- R 8630** Emergency School Bus Procedures (M) (Revised)
- P 8670** Transportation of Special Needs Students (M) (Revised)
- P 9210** Parent Organizations (Revised)
- P 9400** Media Relations (Revised)

Action:           Approved\_\_\_\_ Disapproved \_\_\_\_ Held for Study\_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

**B. Old Business:**

**1.**

Action:           Approved\_\_\_\_ Disapproved \_\_\_\_ Held for Study\_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

**INFORMATIONAL ITEMS**

**1. Request and Recommendation for Board of Education Review of the following Student Handbooks for the 2019-2020 school year.**

It is recommended by the Superintendent that the Board of Education review the following student handbooks for the 2019-2020 school year.

Alternative Middle/High School

**2. Request and Recommendation for Board of Education Review of the following Staff Handbooks for the 2019-2020 school year.**

It is recommended by the Superintendent that the Board of Education review the following Staff Handbooks for the 2019-2020 school year.



**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – SEPTEMBER 24, 2019**

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.

**XIII. RECESS INTO EXECUTIVE SESSION**

WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private session; now therefore,

BE IT RESOLVED by the Board of Education for Special Services School District and Vocational Technical School District of the County of Salem, that it is necessary to meet in executive session to discuss certain items involving:

1. Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:

\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

4. Matters concerning negotiations, and specifically:

\_\_\_\_\_

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – SEPTEMBER 24, 2019**

Prospective relocation site in Salem County

6. Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically:  
\_\_\_\_\_
7. Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:  
\_\_\_\_\_
8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:  
\_\_\_\_\_
9. Matters involving quasi-judicial deliberations, and specifically:  
\_\_\_\_\_

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

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

Action:       Approved\_\_\_\_ Disapproved \_\_\_\_ Held for Study\_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

**XIV. RESUMPTION OF PUBLIC PORTION OF THE MEETING**

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
 AGENDA – SEPTEMBER 24, 2019**

Action:      Approved\_\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study\_\_\_\_\_

                  Motion by: \_\_\_\_\_

                  Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

**XV. ADJOURNMENT**

Action:      Approved\_\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study\_\_\_\_\_

                  Motion by: \_\_\_\_\_

                  Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_