

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – OCTOBER 29, 2019**

	Jennifer Bates Frank Maurer		
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- C. Correspondence**
 - 1. Letter to Senator Bob Andrzejczak
 - 2. Letter from Middle States - Accreditation
 - 3. Adult Literacy Data Report 2018-2019
- D. Presentations**
 - 1. Standardized Test Scores
 - 2. LEPS - Sheldon Lewis

**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 August 2019 and September 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.

	October 29, 2019
Business Administrator/Board Secretary	Date

B. Reconciliation of Cash for School Funds Report

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 2019 and September 2019. The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the months of August 2019 and September 2019.

C. Board Secretary Certification

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

D. Board of Education Certification

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

E. Transfer of Funds

There are no transfers to report

F. Warrants

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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- SCVTS Payroll Period Ending September 13, 2019 in the amount of \$157,810.12
- SCVTS Payroll Period Ending September 30, 2019 in the amount of \$163,621.48
- Payments for the period of September 18, 2019 through October 31, 2019 in the amount of \$670,158.72

Action: Approved_____ Disapproved _____ Held for Study_____

 Motion by: _____

 Second by: _____

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

Abstain: _____ Opposed: _____

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation by the Business Administrator to Approved the South Jersey Power Cooperative (SJPC) 2019-2022 Natural Gas.

It is recommended by the Business Administrator to approve the South Jersey Power Cooperative (SJPC) 2019-2022 Natural Gas commencing December 1, 2019 through November 30, 2022. Camden County is the lead agency. The Board of Education has been a member of this cooperative and it is recommended for this to continue.

2. Request and Recommendation by the Business Administrator to Approved the Shared Services Billing with Salem County Vocational Technical School District.

It is recommended by the Business Administrator to approve the shared services billing with Salem County Vocational Technical School District. The attached spreadsheet details the employee with benefits and other associated costs. Payments will not go back and forth across district but the difference will be paid from Special Services to the Vocational District. *Any changes to this document will be presented for reapproval.

3. Request and Recommendation for Board of Education Approval to Enter into a Joint Purchasing Agreements as Part of a Shared Service Initiative with Penns Grove-Carneys Point Board of Education for the 2019-20 School Year.

It is recommended that the Board of Education approve the following joint purchasing agreement as part of a shared service initiative. The agreement shall be in effect for fiscal year 2019-20, which runs from July 1, 2019 through June 30, 2020.

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IX. SUPERINTENDENT’S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT

A. New Business:

PERSONNEL:

1. Request and Recommendation for Board of Education Approval of the Change in Salary Guide for Jessica Crim.

It is requested by the Superintendent that the Board of Education approve the change in salary guide for Jessica Crim, Math Teacher at CTHS from BA +20 Step 3 at the salary of \$55,248 to MA Step 3 at the salary of \$55,848 (prorated) effective September 1, 2019.

2. Request and Recommendation of the Superintendent for Board of Education Approval of the Stipend Amount for the SCVTS Athletic Director.

It is requested by the Superintendent that the Board of Education approve the stipend amount of the SCVTS Athletic Director in the amount of \$10,000 effective September 1, 2019.

3. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of the following stipend positions.

It is requested by the Superintendent that the Board of Education approve the employment of the following stipend positions at the negotiated rates listed.

Position	Name	Stipend Amount
Girl’s Basketball Assistant Coach	Tara Cunningham	\$2,250

4. Request and Recommendation by the Superintendent for Board of Education Approval of the Transfer of David Mack from Part-Time Food Service Aide to Full-Time Food Service/ Custodian Level III.

It is requested and recommended by the Superintendent for the Board of Education approve the transfer of David Mack from Part-Time Food Service at \$12.25/hour to Full-Time Food Service/ Custodian Level III at the salary of Step 1 \$23,029, beginning October 7, 2019.

5. Request and Recommendation for Board of Education Approval of the Elementary and Secondary Education Act (ESEA), Title I, Part A funding for the following staff for the 2019-20 school year.

It is recommended by the Superintendent that the Board of Education approve Career and Technical High School staff to be funded through the ESEA, Title I, Part A grant. The staff and their salary percentages are listed below.

Staff	Assignment	Funding Source	Percentage of Time
Tara Cunningham	CTHS - Math Title I	Title IA - not to	25% (full time staff)

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approved at the September 24 th Meeting) December 3, 2019			
Intervention and Referral Services (I&RS), Stockton University, Galloway, NJ December 5, 2019	Gwen Herman	\$178 registration (ESEA IIA) \$39.48 mileage \$5.00 tolls	\$222.48
The Interactive ELA Classroom: Lessons That Involve Every Student SRI&ETTC 10 W. Jimmie Leeds Road Galloway, NJ 08205 December 13, 2019	Kacey Strock	\$106 registration (ESEA IIA) \$22.40 mileage Acct#11-140-100-580-0-55-002	\$128.40 \$119 Substitute
NJASBO School Business Administrator Certification Program Robbinsville, NJ Every Saturday 9-2 Sept 7,2019 to May 9, 2020	Jennifer Bates	\$2030 Tuition Cost Mileage and tolls part of contract	\$2030.00
Connected Action Roadmap, Stockton College, Galloway Twp, NJ December 16, 2019	Gwen Herman Scott Marakovits Lisa McClintock	\$39.48 mileage \$5.00 tolls	\$133.44
RTI and Reading Disability Camden County College 200 College Drive Blackwood, NJ 08012 January 10, 2020	Cindia Gredesky	\$149 registration (ESEA IIA) \$5.89 mileage Acct#11-140-100-580-0-55-002	\$154.89 \$119 Substitute
Techspo 2020 Harrah's Resort, Atlantic City, NJ January 30-31, 2020	Michael Allen	\$475 Registration \$45.50 mileage \$10.00 Parking \$10.00 Tolls (est) \$125.00 Hotel (est)	\$665.50
Anti-Bullying Specialist for Educators Certification at FEA, Monroe NJ January 27, 28, & 29, 2020	Shachara Adams	\$500 registration. \$157.50 Mileage \$60 Tolls	\$717.50

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Education approve the individual report for the Career and Technical High School.

- 2. Request and Recommendation for Board of Education Approval of Modifications to the 2019-2020 Perkins Post Secondary Spending Plan.**
It is requested by the Superintendent that the Board of Education approve modifications to the 2019-2020 Perkins Post Secondary Spending Plan due to changes in prices and program needs. The revised Perkins Post Secondary Spending Plan is attached.
- 3. Request and Recommendation for Board of Education Approval to Accept the FFA Living to Serve Grant in the amount of \$2,600.**
It is recommended by the Superintendent that the Board of Education approve the CTHS FFA Chapter to accept a Living to Serve, Local Engagement grant in the amount of \$2,600. The money will be used 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.
- 4. Request and Recommendation for Board of Education Approval to Accept 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 accept 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.
- 5. Request and Recommendation for Board of Education Approval for the HOSA Club to Hold a Blood Drive.**
It is recommended by the Superintendent that the Board of Education approve the HOSA Club to hold a blood drive coordinated by Miller Keystone Blood Center at the Career and Technical High School on Thursday, November 21, 2019. If the blood drive collects 50+ units of blood, the HOSA club will receive a minimum \$500.00 scholarship with a maximum amount of \$1,000.00 scholarship if 100+ units are collected.
- 6. Request and Recommendation for Board of Education Approval of a Internship Grant Program for High School Student #101854 with Wysocki Electric, Inc.**
It is recommended by the Superintendent that the Board of Education approve a Internship Grant Program application for student #101854 with Wysocki Electric, Inc. for the 2019-2020 school year as part of a Structured Learning Experience.
- 7. Request and Recommendation for Board of Education Approval of a Partnership with the Elite Advantage Real Estate Academy with the Salem County Vocational Technical Schools Adult Education Program.**

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It is recommended by the Superintendent that the Board of Education approve a partnership between the Elite Advantage Real Estate Academy and the Salem County Vocational Technical Schools Adult Education Program. The partnership will provide students an opportunity to take courses to acquire their New Jersey Realtor license. There is no cost for this partnership.

8. 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:

Program Name	Start Date	End Date	Total Cost*	Tuition**	Reg. Fees	Books/ Materials	Supplies/ Tools	Other	Hours
Phlebotomy	3/9/20 5/18/20	5/22/20*** 8/7/20***	\$1950	\$1900	\$50	\$0	\$0	\$0	200
Certified Clinical Medical Assistant	2/3/20 4/20/20	5/5/20*** 8/7/20***	\$3625	\$3575	\$50	\$270	\$650	\$440	360
Certified Nurse Aide (Day)	1/6/20 2/26/20 4/20/20 6/3/20	2/6/20 3/24/20 5/21/20 7/7/20	\$1525	\$1000	\$75	\$136	\$85	\$229	90
Certified Nurse Aide (Evening)	1/28/20	6/11/20	\$1950	\$1900	\$50	\$0	\$0	\$0	200
Certified Home Health Aide	2/19/20	2/20/20	\$265	\$0	\$0	\$0	\$0	\$0	10
CPR Training	Ongoing, as needed	N/A	\$50 In District \$90 Out of District	\$0	\$0	\$0	\$0	\$0	8

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

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

***End date includes externship, subject to change.

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9. Request and Recommendation for Board of Education Approval of New Program Courses for the 2019-2020 to be Offered Through the Adult Education Program.

It is requested that the Board of Education approve the following new program courses to be offered through Adult Education Program.

<u>Program Course</u>	<u>Cost</u>	<u>Start Date*</u>	<u>End Date*</u>
Building Construction Technology	\$1,000	February 25, 2020	June 24, 2020
Automotive Technology	\$1,500	February 11, 2020	June 18, 2020
Basic Electrical Technology	\$1,200	February 11, 2020	June 17, 2020

*Courses are subject to minimum student enrollment.

10. Request and Recommendation for Board of Education Approval to Provide CPR/Basic Lifesaving Skills Training Courses for SCVTS Child Care and Allied Health Program Students during the 2019-2020 School Year.

It is recommended by the Superintendent that the Board of Education approve the Salem County Adult Education Program to provide CPR/Basic Lifesaving Skills Training courses to SCVTS Child Care and Allied Health Program students. All participants will receive an American Heart Association CPR/BLS certificate. Cost is \$50.00 per student. Wandra Wells, a full time SCVTS Adult Education employee, will teach each four (4) hours course. The courses will be held at the SCVTS Campus, during normal school hours on dates agreed upon by the program instructors.

11. Request and Recommendation for Board of Education Approval of Affiliation Agreements for the 2019-2020 School Year to Provide Clinical Facilities for Students in the Adult Post Secondary Programs Hosted at Salem Community College.

It is recommended by the Superintendent that the Board of Education approve the following affiliation agreements between the Board of Education of the Special Services School District and the Vocational School District of the County of Salem for the 2019-2020 school year to provide clinical facilities for students to complete appropriate clinical hours and experiences preparing students to earn certification in the Allied Health Profession.

- Carneys Point Rehabilitation and Nursing Center
- Friends Village at Woodstown
- Golden Rehabilitation and Nursing Center
- Laboratory Corporation of America Holdings
- Merion Gardens Assisted Living
- Salem County Adult Day Care Center
- Salem County Correctional Facility

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Southgate Health Care Center
Southern Jersey Family Medical Centers, Inc.

12. 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.

13. Request and Recommendation for Board of Education Approval of Additional Expenses for the National FFA Convention in Indianapolis, Indiana.

It is recommended by the Superintendent that the Board of Education approve an additional expense of \$200 for a bus shuttle to be used during the National FFA Convention in Indianapolis, Indiana from October 29, 2019 to November 2, 2019. The bus shuttle expense will be paid from account 11-140-100-890-0-29-002. The convention was originally approved at the September 24, 2019 board of education meeting.

14. 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.

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
A.	FEA	Candy Sales – Swedish Fish, Sour Patch Kids and a variety of Mars brand chocolate bars. Cost: \$1.00-\$2.00 each	November 1, 2019 – June 12, 2020
B.	FFA	Poinsettia Sale Cost: \$10.00 each	November 1, 2019 – December 21, 2019
C.	AFJROTC	Annual Holiday Wreath Fundraiser Cost: Prices Vary	October 28, 2019 – November 8, 2019
D.	Construction – Activity Fund	Decoration Sales – The Construction students will use repurposed wood and materials to create porch and home decorations for \$25.00	October 29, 2019 – June 12, 2020

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

Abstain: _____ Opposed: _____

B. Old Business:

1.

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

INFORMATIONAL ITEMS

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

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)

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

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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2019 through November 30, 2022. Camden County is the lead agency. The Board of Education has been a member of this cooperative and it is recommended for this to continue.

2. Request and Recommendation by the Business Administrator to Approved the Shared Services Billing with Salem County Vocational Technical School District.

It is recommended by the Business Administrator to approve the shared services billing with Salem County Vocational Technical School District. The attached spreadsheet details the employee with benefits and other associated costs. Payments will not go back and forth across district but the difference will be paid from Special Services to the Vocational District. *Any changes to this document will be presented for reapproval.

3. 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:

District	Service	Cost
Cumberland County Vocational	Occupational Therapy ESY Speech Therapy ESY CST Services	\$414 \$979 \$750
Millville Board of Education	Speech Therapy ESY Contract Tuition Contract	\$59,808 \$53,250 \$186,651
Lawrence Township	1-1 Contract Salem Campus Tuition Contract ESY Contracts Tuition Contract	\$38,438 \$86,000 \$27,500 \$129,000
Pennsville School District	Tuition Contract Tuition Contract	\$86,000 \$192,190
Edgewater Park Township Board of Education	Tuition Contract	\$5,300
Woodbine Board of Education	Child Study Team Services	\$104,940
Salem County Vocational Technical School District	Child Study Team Services	\$100,210
Deerfield Township	Tuition ESY Contract	\$14,400
Upper Pittsgrove Township School District	Tuition Salem Campus Contract	\$43,000

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Cumberland Regional School District	Tuition Contract	\$204,899
Vineland Board of Education	Tuition Contract and 1:1 Costs	\$81,438
Bridgeton Public School District	Tuition Contract Alternative Tuition Contract	\$344,000 \$76,800
Pittsgrove Township	ESY Contract	\$69,000
Kingsway Regional School District	Tuition Contract	\$81,438

- 4. Request and Recommendation by the Business 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 to Approve a \$10 Per Hour Charge for Out of District School Bus Usage**
It is recommended by the Business Administrator to approve a \$10/hour charge for school bus usage to cover the cost of fuel and maintenance when transporting out of district individuals. This cost will be in addition to the \$25/hour driver fee, bringing the total to out of district transportation rate of \$35/hour. SCSSSD has been paying the fuel costs for all trips of both districts and any out of district transportation.
- 6. Request and Recommendation by the Business Administrator to Approve the School Bus Emergency Evacuation Drill Reports**
It is recommended by the Business Administrator to accept the completed School Bus Emergency Evacuation Drill Reports. In accordance with N.J.A.C. 6A:27-11.2 school bus emergency evacuation drills must be performed twice within a school year.
- 7. Request and Recommendation by the Business Administrator to Approve Frank Maurer NJASA Membership**
It is recommended by the Business Administrator to approve Frank Maurer to be a member of NJASA for the 2019-2020 School Year. A request for the Technology Membership is requested at the cost of \$695. This cost includes basic registration to Techspo annually.
- 8. Request and Recommendation by the Business Administrator to Approve contract with Bergen Protective Systems, Inc.**
It is recommended by the Business Administrator that the Board of Education approve the contract with Bergen Protective Systems, Inc. for work on the Fire Alarm System at Cumberland Campus. The contract allow for services as needed.

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9. Request and Recommendation by the Business Administrator to Approve Itinerant Service Agreements between SCSSSD and other local school districts.

It is recommended by the Business Administrator that the Board of Education approve the Itinerant Services Agreements as follows:

School	Service provided	Status of agreement
Apple Farm Charter (Creativity Colaboratory Charter School)	OT, SP	Pending
Alloway Township School	PT	Signed document on file
Bridgeton Public Charter	OT	Signed document on file
Bridgeton Public Schools		Signed document on file
Commercial Township Schools	Clinical Fellowship Year Supervision for two speech therapists	Signed document on file
Compass Charter School	OT, PT, SP	Pending
Cumberland County VocTech	OT, PT, SP	Signed document on file
Cumberland Regional High School		Signed document on file
Deerfield Township School District		Signed document on file
Denis Township School District	OT	Signed document on file
Downe Township School District		Signed document on file
Elsinboro	OT, PT, SP	Signed document on file
Estell Manor	OT	Signed document on file
Fairfield Township School District		Signed document on file
Greenwich/Stowe Creek Partnership Schools	OT	Signed document on file
Hopewell Crest School		Signed document on file
Lawrence Township Public Schools	PT	Signed document on file
Lower Alloways Creek Township School District	OT, PT, SP	Pending

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Mannington Township School District	OT, PT, SP	Signed document on file
Maurice River Township Elementary School District		Signed document on file
Millville Public Charter	OT	Signed document on file
Millville Public Schools	SP	Signed document on file
Oldmans Township School District	OT, PT	Signed document on file
Penns Grove/ Carney's Point Regional School District	SP	Signed document on file
Pennsville School District		Signed document on file
Pittsgrove Township School District		Signed document on file
Quinton Township School District	OT, PT	Signed document on file
Ranch Hope/Strang School	OT, SP	Signed document on file
Salem City School District	OT, PT	Signed document on file
Salem County Christian	OT, SP	Signed document on file
Salem County VocTech	OT, SP	Signed document on file
Upper Deerfield Township Schools		Signed document on file
Upper Pittsgrove School District	PT	Signed document on file
Vineland Public Charter	OT	Signed document on file
Weymouth	OT, SP	Signed document on file
Woodbine		Pending
Woodstown Pilesgrove Regional School District	PT	Signed document on file

A sample contract is attached for reference

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It is requested by the Superintendent that the Board of Education approve the transfer of Brian Cummings from Assistant Principal-Alternative School to Principal-Alternative School, effective October 1, 2019 at the prorated salary of \$86,654.

7. Request and Recommendation for Board of Education Approval for the Transfer of Shawn Rebman.

It is requested by the Superintendent that the Board of Education approve the transfer of Shawn Rebman from Principal-Alternative School and Early Intervention-Director to Early Intervention and Child Study Team-Director, effective October 1, 2019 at the prorated salary of \$100,513.

8. Request and Recommendation of the Superintendent for Board of Education Approval of the FMLA of MaryKay Finley.

It is requested by the Superintendent that the Board of Education approve the FMLA of MaryKay Finley, Paraprofessional - Cumberland Campus, beginning on or about October 15, 2019 until on or about January 10, 2020.

9. Request and Recommendation of the Superintendent for Board of Education Approval of the FMLA of Christian Lucas.

It is requested by the Superintendent that the Board of Education approve the FMLA of Christian Lucas, Paraprofessional - Cumberland Campus, beginning on or about September 25, 2019 until on or about January 2, 2020.

10. Request and Recommendation of the Superintendent for Board of Education Approval of the FMLA of Bridgit Vit.

It is requested by the Superintendent that the Board of Education approve the FMLA of Bridgit Vit, Teacher of Physical Education - Daretown, beginning on or about October 16, 2019 until on or about November 12, 2019.

11. Request and Recommendation of the Superintendent for Board of Education Approval of the FMLA/Leave of Absence/NJFLA of Shanice Nelson.

It is requested by the Superintendent that the Board of Education approve the FMLA of Shanice Nelson, Paraprofessional, beginning on or about October 14, 2019 until on or about January 17, 2020. Additionally, it is requested to utilize a leave of absence beginning on or about January 21, 2020 until on or about March 19, 2020. Additionally, it is requested to utilize NJFLA beginning on or about March 19, 2020 until on or about April 30 2020.

12. Request and Recommendation of the Superintendent for Board of Education Approval of the Termination of Rula Nammour.

It is requested by the Superintendent that the Board of Education approve the termination of Rula Nammour effective October 31, 2019.

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13. Request and Recommendation for Board of Education Approval of the Change in Salary Guide for Michael Costello.

It is requested by the Superintendent that the Board of Education approve the change in salary guide for Michael Costello Teacher of Physical Education/Health at Cumberland Campus from BA + 30 Step 4 at the salary of \$55,827 to MA Step 4 at the salary of \$57,437 (prorated) effective November 1, 2019.

14. 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
MaryAnne Ecret	Jill Reistle	\$550 CEAS

PROGRAMS:

1. Request and Recommendation for Board of Education Approval of the Salem County Special Services School District Prom on June 5, 2020 at The Grove at Centerton.

It is recommended by the Superintendent that the Board of Education approve the Salem County Special Services School District prom at The Grove at Centerton, Pittsgrove, NJ, on Friday, June 5, 2020, from 10:00 a.m. to 1:30 p.m. The cost of the prom is covered by fundraising throughout the school year.

2. Request and Recommendation for Board of Education Approval for 11th Annual Special Needs Fundraiser.

It is recommended by the Superintendent that the Board of Education approve the 11th Annual Walk for Special Needs Fundraiser to be held at Green Branch Park on May 30, 2020 (Rain date June 6, 2020). Entry fee will be a \$20 donation for adults and free for children under 18. Proceeds will benefit the Special Services Programs.

3. Request and Recommendation for Board of Education Approval of the School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights (Self-Assessment) Report for Each Building.

It is recommended by the Superintendent that the Board of Education approve the School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Acts. Annually, each school is required to complete a self-assessment of eight Core elements (HIB Programs, Approaches or Other Initiatives, Training on the BOE - approved HIB policy, Other Staff Instruction and Training Programs, Curriculum and Instruction on HIB and related Information and Skills, HIB

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Personnel, School Level HIB Incident Reporting Procedures, HIB Investigation Procedures, HIB Reporting. Once completed for each building and approved by the BOE, the reports are then submitted to the state. This year’s report was completed by the Anti-Bullying both Districts team consisting of the Anti-Bullying Specialist from each building along with both Affirmative Action Officers. It is recommended by the Superintendent that the Board of Education approve the individual reports for the Alternative Campus, Cumberland Campus, Daretown Campus, and Salem Campus.

4. 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.

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>Restorative Discipline Conference</i> Sponsored by: Bureau of Education Research	Samantha Corley	\$479 Reg. \$75.25-Mileage \$20 - Misc.	\$574.25
	Ashley Dunn	\$479 Reg. \$75.25-Mileage \$20 - Misc.	574.25
Anti-Bullying Specialist for Educators Certification at FEA, Monroe NJ 1/27, 1/28, and 1/29/20	Robyn Veale	\$500 Reg. \$180 Mileage \$60 Tolls	\$740.00
	Kirsten Maltman	\$500 Reg. \$180 Mileage \$60 Tolls	\$740.00
<i>Relational Leadership</i> Sponsored by: RCBC Mt. Laurel, NJ 10/25/19	Vincent Opanel	\$0 Registration \$14 Mileage	\$14.00

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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- 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 9210** Parent Organizations (Revised)
- P 9400** Media Relations (Revised)

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

B. Old Business:

1.

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

INFORMATIONAL ITEMS

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

It is recommended that the Board of Education to accept the Student Enrollment Report and Student Financial Report for the month of September.

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mrs. Bomba	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

Abstain: _____ Opposed: _____

- 2. Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCSSSD (May Be Appropriate for Closed Session) (Handout)** It is recommended that the Board of Education accept and approve the HIB report as presented.

Action: Approved _____ Disapproved _____ Held for Study _____
 Motion by: _____
 Second by: _____

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

Abstain: _____ Opposed: _____

3. Principal's/Administrator's Reports

ASD Satellite Program
 Cumberland
Please note that the Cumberland Campus Open House is now on Monday, November 25th from 9:30 a.m - 1:00 p.m.
 Daretown
Open House Flyer
 Salem Campus

XII. AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION

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

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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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:

- 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

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Abstain: _____ Opposed: _____