

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 26, 2019**

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation for Board of Education Approval of a Refund to an Adult Program Student in the amount of \$1242.

It is recommended by the Business Administrator for Board of Education approval to refund tuition in the amount of \$1,242 to Adult Medical Assistant DM. The Medical Assistant Class scheduled to begin on November 18, 2019 has been cancelled due to low enrollment.

2. Request and Recommendation for Board of Education Approval of the Annual Maintenance Budget Amount Worksheet.

It is recommended by the Business Administrator for Board of Education approval of the 2019 NJ DOE School Facilities Annual Maintenance Budget Amount Worksheet required per N.J.A.C. 6A:26A attached, showing no Maintenance Reserve.

3. Request and Recommendation for Board of Education Approval of the Donation of a Chevrolet K1500 Truck.

It is recommended by the Business Administrator for Board of Education approval of the donation of a Chevrolet K1500 Pick Up valued at \$2900. The vehicle was donated by Robert and Patricia Hill on October 30, 2019.

4. Request and Recommendation for Board of Education Approval of the Donation of Paint Respirators to the Auto Collision Repair Technology Program.

It is recommended by the Business Administrator for Board of Education approval of the donation of twenty-two (22) paint respirators valued at \$880. The paint respirators donation was coordinated by John Truman.

5. Request and Recommendation for Board of Education Approval of the Facility Use Request from Dakota Power Partners/Performance Marking NJ, Inc.

It is recommended by the Business Administrator for Board of Education approval of Dakota Power Partners to use the SCVTS facility for a community presentation on November 19, 2019. A facility use fee of \$200 is being charged to Dakota Power Partners.

6. Request and Recommendation for Board of Education Approval of the Cancellation of POTS lines with Windstream.

It is recommended by the Business Administrator for Board of Education approval of the cancellation of the contract with Windstream for POTS lines effective December 31, 2019.

7. Request and Recommendation for Board of Education Approval of the Addition of POTS lines with Xtel.

It is recommended by the Business Administrator for Board of Education approval of the contract with Xtel for POTS lines effective January 1, 2020 at an anticipated savings of approximately \$400/month.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 26, 2019**

1. Request and Recommendation for Board of Education Approval of Professional Development Workshops for Salem County Vocational Technical Schools Personnel.

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

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
2019 AMTNJ 11 TH Annual Special Education and Mathematics Conference Forsgate Country Club 375 Forsgate Drive Monroe Twp., NJ 08831 December 4, 2019	Jennifer Roberts	\$179 registration \$46.50 mileage (Title IIA) \$20 parking \$20 meals Acct#11-140-100 -580-0-52-002	\$265.50 \$119 Substitute
Special Educators Conference; Mental Health Issues and Managing Difficult Students Workshops Camden County College December 6, 2019	Tracy Foster	\$149 registration \$18.20 mileage Acct#11-310-100 -580-0-04-002	\$167.20 – \$119 Substitute
Mathematical Modeling in Three Acts (Grades 6-12) Rowan University Glassboro, NJ January 24, 2020	Tara Cunningham	\$149 registration \$9.98 mileage (Title IIA) \$20 meals Acct#11-140-100 -580-0-52-002	\$178.98 \$119 Substitute
Reinventing and Reimagining the High School Mathematics Classroom Rowan University Glassboro, NJ January 31, 2020	Tara Cunningham	\$149 registration \$9.98 mileage (Title IIA) \$20 meals Acct#11-140-100 -580-0-52-002	\$178.98 \$119 Substitute
2020 COABE Conference, Baltimore, MD April 5 -8, 2020	Maria Alleva Robin Braxton-Bell Angel Brown Wandra Wells	\$499 registration \$800 hotel \$70 mileage \$20 tolls	\$5,868 Perkins Secondary/ WIOA Title II

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 26, 2019**

		\$56 meals per gsa/per day	
2020 COABE Conference, Baltimore, MD April 5 -8, 2020	Patricia Gilmore Sonya Saul	\$499 registration	\$898 WIOA Title II
Correctional Education Association Region 1 Conference Cape May, NJ May 26-29, 2020	Angel Brown Roxanne Ross	\$220 registration \$399 Hotel \$50 Mileage \$10 Tolls \$66/day meals per gsa guidelines	\$1,886 WIOA Title II
Andrew McPeak March 13, 2020 Generation Z Unfiltered: Understanding how to best connect with today's struggling learners and the challenges they face	SCVTS	Cost to potentially be split with PCGC and/or Pittsgrove School Districts	\$3250 plus travel up to \$2000. (Title I)
Sophie Reigal March 12, and March 13 "Don't Tell me to Relax" Mental Health and Mental Illness presentations for students, parents, and staff. <i>Sophie offers practical advice to teens, parents, and professionals on how to talk about anxiety, how NOT to talk about anxiety, when to ask for help, and so much more.</i>	SCVTS Two full days and one evening of presentations.	Cost to potentially be split with PCGC and/or Pittsgrove School Districts	\$6900 plus travel up to \$2000 (Title IIA)

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 26, 2019**

Abstain: _____ Opposed: _____

PROGRAMS:

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

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

Program Name	Start Date	End Date	Total Cost*	Tuition**	Reg. Fees	Books/ Materials	Supplies/ Tools	Other	Hours
Basic Welding	3/3/2020	4/22/2020	\$1300 B	\$750	\$50	\$0	\$0	\$500	75
Level 1			\$1300 L	\$750	\$50	\$0	\$0		75
75 Hour Real Estate License Course	Ongoing	Ongoing	\$400	\$375	\$25	\$0	\$0	\$0	75

2. Request and Recommendation for Board of Education Approval of an High School Plus Agreement with Camden County College.

It is recommended by the Superintendent that the Board of Education approve a High School Plus Program agreement between Camden County College and SCVTS for the Child Care and Early Childhood Education program. This agreement allows eligible high school students to take degree credit courses at a reduced tuition rate. The agreement expires June 30, 2020.

3. Request and Recommendation for Board of Education Approval to Participate in the U Got Brains Champion School Teen Driving Safety Program for the 2019-2020 School Year.

It is recommended by the Superintendent that the Board of Education approve the participation in the U Got Brains Champion School Teen Driving Safety Program for the 2019-20 school year. The driving safety program will be completed by our Health & Physical Education department. The *U Got Brains Champion Schools Program* is an exciting opportunity for students and staff of New Jersey high schools to develop and execute campaigns to address and promote teen driving safety in their communities. Participating schools receive a cash stipend in the amount of \$750 to be used directly for the student campaign and projects. We will also receive technical support to assist with their campaigns, and advisors receive professional development hours. Funds must be used in accordance with the contract. Costs associated to the District will

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 26, 2019**

include entrance fees for the spring showcase at Great Adventure, field trip transportation and substitute costs to be approved at a later date.

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

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

5. Request and Recommendation for Board of Education Approval of the Career and Technical High School Senior Curriculum in Action Experience to Orlando, Florida.

It is recommended by the Superintendent that the Board of Education approve the Career and Technical High School senior students to participate in a senior curriculum in action experience in Orlando, Florida to Disney and Universal Studios. The proposed senior class experience is scheduled from Sunday, April 19, 2020 to Thursday, April 23, 2020. Four (4) chaperones will be needed based on the number of student participants. The students will be responsible for all costs. Travel arrangements have been made through Adventure Student Travel.

Cost to Students: (Based on 4 students per room) Total per student cost: \$1095 with contribution from Class of 2020 fundraising efforts

- Hotel: Disney All Star Resort (4 nights)
- (3) Day Premium Disney Park to Park Ticket
- Universal Studios One Day Pass
- Meal Plan
- Southwest Airfare

Cost to District:

- Airfare/Tour/Accommodations Package – (1) administrator (free)
- Chaperone meal reimbursement at approved GSA guidelines
- (3) substitute teachers for (4) days at \$115.00 per sub per day = \$1380
- *Adventure Student Travel covers Airfare/Tour/Accommodations Package for (4) chaperones
- Account #11-000-240-580-38-001

6. Request and Recommendation for Board of Education Approval to Establish a Girls Who Code Club.

It is recommended by the Superintendent that the Board of Education approve the establishment and approval of a Girls Who Code club at the Career and Technical High School. Girls Who Code is an international non-profit group working to close the gender gap in technology. Girls Who Code provides the online curriculum, training and \$300.00 per club. The club will meet during lunch periods and after school and will be facilitated by Ms. Nicole Cerqueira. Once established the club will initiate a student activity account to accept the \$300 grant from the national organization.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 26, 2019**

7. Request and Recommendation for the Board of Education Approval of the Agreement between Elite Advantage Real Estate Academy and Salem County Vocational and Technical Schools.

It is recommended by the Superintendent that the Board of Education approve the Agreement between Elite Advantage Real Estate Academy and the Sale County Vocational Technical Schools. The agreement between the parties is to provide real estate education for pre-licensure for New Jersey Real Estate Salespersons and Broker licenses in accordance with the requirements and licensing laws of Title 45-15 of the New Jersey Real Estate Commission (NJREC) under the New Jersey Department of Banking and Insurance (NJDOBI) on the Career and Technical High School campus. The agreement is for a three (3) year term and expires on November 25, 2022.

8. 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.	NTHS	Charitable Frog - donations to give to AFJROTC to be used to purchase supplies for our troops	November 27, 2019 thru June 12, 2020
B.	Class of 2023	T-Shirt, Hoodies, Crazy Socks and Stadium Blankets Sales – Cost: \$5.00 - \$45.00 (depending upon brand/design and graphic chosen)	November 27, 2019 thru December 6, 23019
C.	Class of 2023	Cookies & Cocoa Fundraiser – Cookie and Cocoa sales on Fridays during 1 st block in F3 - Cost: \$2.00	December 1, 2019 – December 30, 2019
D.	FFA	Breakfast with Santa \$5 for kids 3-12yrs. And \$10 for adults	December 14, 2019 8 – 11am

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 26, 2019**

Bridgeton School District	Bus Aide Contract (NP & TP) Bus Aide Contract (NF & JF)	\$32.25/hour \$32.25/hour
Delsea Regional School District	Tuition Contract	\$39,632.40
Cumberland Regional	One to One Contract ESY Contract	\$77,000.00 \$59,800.00
Commercial Township	CFY Contract	\$5,000
Pittsgrove Township BOE	Tuition Contract	\$290,899
Creative Co-Laboratory Charter	Related Services Contract	\$5,000

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

It is recommended by the school business administrator that the Board of Education approve the attached GCSSD Transportation contracts:

5. Request and Recommendation by the School Business Administrator that the Board of Education Approve the cancellation of check #41588 in the amount of \$304.16.

It is recommended by the School Business Administrator that the Board of Education approve the cancellation of check #41588 in the amount of \$304.16 payable to Janeth Coll. The check was lost in the mail and will be reissued.

6. Request and Recommendation by the School Business Administrator that the Board of Education Approve the cancellation of check #41819 in the amount of \$2,300.00.

It is recommended by the School Business Administrator that the Board of Education approve the cancellation of check #41819 in the amount of \$2,300 payable to C&H Disposal Service. The check was the result of a duplicate invoice and was never cashed.

7. Request and Recommendation by the School Business Administrator that the Board of Education Approve the cancellation of check #41930 in the amount of \$299.00.

It is recommended by the School Business Administrator that the Board of Education approve the cancellation of check #41930 in the amount of \$299.00 payable to Lowes. The check will not be reissued.

8. Request and Recommendation by the School Business Administrator that the Board of Education Approve the cancellation of check #41923 in the amount of \$400.00.

It is recommended by the School Business Administrator that the Board of Education approve the cancellation of check #41923 in the amount of \$400 payable to Garden State Environmental Service. The check was the result of a duplicate invoice and will not be reissued.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 26, 2019**

XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

A. New Business:

PERSONNEL:

1. Request and Recommendation for Board of Education Approval of the Change in Salary Guide for Jady Shetter.

It is requested by the Superintendent that the Board of Education approve the change in salary guide for Jady Shetter, Teacher of Autism at Cumberland Campus from BA Step 2 at the salary of \$53,617 to MA Step 2 at the salary of \$56,837 effective December 1, 2019.

2. Request and Recommendation of the Superintendent for Board of Education Approval of the FMLA/NJFLA of Brittny Migoley.

It is requested by the Superintendent that the Board of Education approve the FMLA of Brittny Migoley, Paraprofessional, beginning on or about November 27, 2019 until on or about January 27, 2020. Additionally, it is requested to utilize NJFLA beginning on or about January 28, 2020 until on or about April 24, 2020.

3. Request and Recommendation for Board of Education Approval for the Employment of Shalana Carter.

It is requested by the Superintendent that the Board of Education approve the employment of Shalana Carter as a Paraprofessional Cumberland Campus at the salary of IA, Step 3 - \$18,441 beginning November 1, 2019.

4. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Sandra Krishna

It is requested and recommended by the Superintendent for the Board of Education approve the employment of Sandra Krishna as Non-Public Nurse at the salary of \$25.75/hour and District Substitute Nurse at the salary of \$135/day, beginning November 18, 2019.

5. Request and Recommendation for Board of Education Approval for the Employment of Kathryn Lashbrook

It is requested by the Superintendent that the Board of Education approve the employment of Kathryn Lashbrook as a Substitute Teacher of English for Daretown at the salary of \$85.00 per day for twenty (20) days, after twenty (20) days salary becomes BA, Step 1 - \$53, 317 (prorated) effective September 16, 2019.

6. Request and Recommendation for Board of Education Approval for the Employment of Melanie Blew

It is requested by the Superintendent that the Board of Education approve the employment of Melanie Blew as a Substitute Teacher of Multiple Disabilities for Cumberland at the salary of \$85.00 per day for twenty (20) days, after twenty (20) days salary becomes BA, Step 1 - \$53,317 (prorated) effective September 16, 2019.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 26, 2019**

Second by: _____
 Mr. Davis _____ Mr. Ransome _____
 Mr. Donelson _____ Mr. Moffett _____
 Mr. Halter _____ Ms. Nicolosi _____
 Mrs. Smith _____

Abstain: _____ Opposed: _____

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>Technology Implementation in CBI</i> Sponsored by: The Boggs Center Mullica Hill, NJ 4/1/20 & 5/12/20	Tyler Day	\$0 Registration \$19.82 Mileage \$170 Substitute	\$199.82
<i>Autism Meltdowns in Children & Adolescents</i> Sponsored by: PESI Cherry Hill, NJ 12/6/19	Carrie Bermudez Lisa Davis	\$219.99 Reg. \$85 Sub \$219.99 Reg. \$85 Sub	\$609.98
<i>Principles of Purchasing 1 Tuesdays and Thursdays 1/14-1/23</i> <i>MACS Business Support Centers</i> Williamstown, NJ 08094	Frank Maurer	\$982.00	\$982.00
<i>Principles of Purchasing 2 Thursdays 5/7-6/4</i> <i>Ocean County Fires & First Aide Training Ctr,</i> Waretown NJ, 08758	Frank Maurer	\$967	\$967.00
<i>Special Education Conference</i> Sponsored by: CCC	Lindsay Quinn	\$149 Reg. \$85 Sub	\$1,068.67

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 26, 2019**

Motion by: _____
 Second by: _____
 Mr. Davis _____ Mr. Ransome _____
 Mr. Donelson _____ Mr. Moffett _____
 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 _____ Mr. Moffett _____
 Mr. Halter _____ Ms. Nicolosi _____
 Mrs. Smith _____

Abstain: _____ Opposed: _____

3. Principal's/Administrator's Reports

- ASD Satellite Program
- Cumberland Campus
- Daretown
- Salem Campus
- Salem County Special Services Safety Committee Minutes from 11-18-19

XII. AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION

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

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

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the resolution on which you will be commenting.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 26, 2019**

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: **SCSSSD Safety and Security at Community Events**

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 26, 2019**

employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically: **Building and Grounds Supervisor**

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	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mr. Moffett	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

Abstain: _____ Opposed: _____

XIV. RESUMPTION OF PUBLIC PORTION OF THE MEETING

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

XV. ADJOURNMENT

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____