

**THE BOARD OF EDUCATION FOR SPECIAL SERVICES SCHOOL DISTRICT &
VOCATIONAL TECHNICAL SCHOOL DISTRICT OF THE COUNTY OF SALEM
BOARD OF EDUCATION MINUTES – OCTOBER 29, 2019**

+–

The Regular meeting of the Special Services School District and Vocational Technical School District of the County of Salem Board of Education was held at the Salem County Vocational Technical School, Board Conference Room, Woodstown, NJ, County of Salem, on Tuesday, October 29 , 2019 at 7:00 p.m.

The Board President led the group in the Pledge of Allegiance to the Flag.

Called to Order

The Board President called the meeting to order at 7:00 p.m. at which time the following statement was read: “The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Salem County Special Services and Vocational Technical School Districts Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the South Jersey Times and at the entrances of 404 Daretown Road, Elmer, 13 Ramah Road, Bridgeton, 45 Cheney Road, Woodstown, 360 Hollywood Avenue, Carneys Point; and 880 Route 45, Woodstown.

Members Present: Mr. Linwood Donelson III, Mr. Daryl Halter (7:12 P.M.), Mr. Earl Ransome, Mrs. Patty Bomba, Mrs. Julie Smith, Mr. James Davis.

Roll Call

Members Absent: Ms. Margaret Nicolosi

Others Present: Mr. John Swain, Superintendent, Dr. Jennifer Bates, Assistant Superintendent/B.A./Board Secretary SCVTS, Mr. Frank Maurer, Assistant Superintendent/B.A./Board Secretary SCSSSD, Lisa McClintock, Supervisor of Instruction, Mr. Patrick Cruet, Assistant Principal, SCVTS, Ms. Gwen Herman, Director, Title I, Mr. Scott Marakovits, Supervisor of Community Learning Centers, Ms. Maria Alleva, Principal, Adult Education, Dr. Meggin Wentzell, Principal, Cumberland Campus. Captain Sheldon Lewis, Law Enforcement Teacher, SCVTS, Jarrod Kershaw, IT Technician

MINUTES

It was moved by Mrs. Bomba and seconded by Mr. Ransome that the Board of Education approve the Minutes and Executive Minutes of the Board of Education Meeting held September 24, 2019, and the Executive Minutes from July 23, 2019.

Acceptance of the Minutes

*Ayes (5) Mr. Donelson, Mr. Ransome, Mrs. Smith, Mrs. Bomba and Mr. Davis
Noes (0) Abstain (0) Non Vote (0)*

ADDENDA

It was moved by Mr. Ransome and seconded by Mrs. Bomba that the Board of Education accept the Addenda Items for SCVTS.

Acceptance of Addenda Items

*Ayes (5) Mr. Donelson, Mr. Ransome, Mrs. Smith, Mrs. Bomba and Mr. Davis
Noes (0) Abstain (0) Non Vote (0)*

It was moved by Mr. Davis and seconded by Mrs. Smith that the Board of Education accept the Addenda Items for SCSSSD.

*Ayes (5) Mr. Donelson, Mr. Ransome, Mrs. Smith, Mrs. Bomba and Mr. Davis
Noes (0) Abstain (0) Non Vote (0)*

AUDIENCE PARTICIPATION I - None

Audience Participation I

BOARD OF EDUCATION BUSINESS

BOE Business

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

Old Business

- A. **Old Business- Notice of Debt Service Application**
- B. **New Business-**

New Business

- 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 Board of Education.

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
NJSBA Conference October 21-24, 2019	Linwood Donelson Earl Ransome Daryl Halter James Davis Patty Bomba Julie Smith Peggy Nicolosi John Swain Jennifer Bates Frank Maurer	\$1700 Registration \$1014 Hotel \$950 Mileage \$2310 Meals	\$5974

Ayes (5) *Mr. Donelson, Mr. Ransome, Mrs. Smith, Mrs. Bomba and Mr. Davis*
 Noes (0) Abstain (0) Non Vote (0)

C. Presentations

- 1. LEPS - Sheldon Lewis
- 2. Standardized Test Scores 2018-2019

Note: Mr. Halter arrived at 7:12 p.m., during the presentation by Captain Lewis

D. Correspondence

- 1. Letter to Senator Bob Andrzejczak
- 2. Letter from Middle States - Accreditation
- 3. Adult Literacy Data Report 2018-2019

Correspondence

Presentations

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

**Board Secretary /
Business
Administrator's
Report - SCVTS**

It was moved by Mr. Davis and seconded by Mr. Halter that the Board of Education approve the following Business Office Items:

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.

Secretary's Report

 Business Administrator/Board Secretary

October 29, 2019

 Date

Treasurer's Report

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.

**Board Secretary's
Certification**

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.

BOE Certification

E. Transfer of Funds

There are no transfers to report

Transfers

F. Warrants

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

Warrants

- 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

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

G. Board Secretary/Business Administrator New Business:

**Board Secretary/
Business
Administrator New
Business**

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

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

**Approval of SJPC
for 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 Special Services School District.

**Approval of Shared
Services Billing
between SCVTS
and SCSSSD**

It is recommended by the Business Administrator to approve the shared services billing with Salem County Special Services 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.

**Approval of Joint
Purchasing
Agreement with
PG-CP**

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.

ITEMS TO PURCHASE
Milk/Juice/Dairy

SHARED SERVICES SUPPLIER
Board of Education – PG/CP

4. Request and Recommendation of the Business Administrator for the Board of Education Approval of PowerSchool Group, LLC to Provide Maintenance and Support for the 2019-20 School Year in the Amount of \$4,352.32.

**Approval of
PowerSchool Group
to provide
maintenance and
support**

It is recommended that the Board of Education approve PowerSchool Group, LLC to provide maintenance and support of PowerSchool from July 1, 2019 to June 30, 2020 for the amount of \$4,352.32.

5. Request and Recommendation by the Business Administrator for Board of Education Approval of the Cancellation of Check #35934 to Todd Briggs.

It is requested by the Business Administrator that the Board of Education approve the cancellation of check #35934 in the amount of \$70.00 to Todd Briggs. The check will be reissued to "The Shore Track Coaches Association" and mailed to Todd Briggs for the same amount. The original requisition was put into Edumet incorrectly.

Approval to Cancel Check to Todd Briggs

6. Request and Recommendation by the Business Administrator for Board of Education Approval for the Child Study Team Contract between the Salem County Vocational Technical School and the Salem County Special Services School District for the 2019-2020 School Year.

It is requested by the Business Administrator that the Board of Education approve the Child Study Team contract between SCVTS and SCSSSD in the total amount of \$100,210 for the 2019-2020 school year. IDEA grant funds will be utilized to cover the cost of the contract.

Approval of CST Contract between SCVTS and SCSSSD

7. Request and Recommendation by the Business Administrator for the Board of Education to Approve Cancelling Check #35955 to Papa Luigi.

It is requested by the Business Administrator that the Board of Education approve the cancellation of check #35955 for \$2,210.50 to Papa Luigi. Check will be reissued to "AGAPE ONE LLC" and mailed to Papa Luigi's for the same amount. Papa Luigi has just been informed by the bank all checks must be made out to their corporate name "AGAPE ONE LLC".

Approval to Cancel Check to Papa Luigi

8. Request and Recommendation by the Business Administrator for approval of the revised Tuition Contract Agreement between SCVTS and Pittsgrove/Elmer School Districts.

It is recommended by the Business Administrator that the Board of Education approve the attached revised Tuition Contract Agreement between SCVTS and Pittsgrove/Elmer School Districts. The contract is being revised to include the updated 2017-2018 Tuition Adjustments for both districts.

Approval of revised Tuition Contract Agreement between SCVTS and Pittsgrove/Elmer

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

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

IX. SUPERINTENDENT'S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT

Superintendent's Report - SCVTS

A. New Business:

PERSONNEL:

Personnel

It was moved by Mr. Halter and seconded by Mr. Davis that the board of Education approve the following Personnel Items:

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
Girls' Basketball Assistant Coach	Tara Cunningham	\$2,250

- 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.
- 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 Applied Algebra II	Title IA - not to exceed \$16,000	25% (full time staff)
Jessica Crim	CTHS- Mathematics Support Pull Out	Title IA - not to exceed \$16,000	25.0% (full time staff)
Cindia Gredesky	CTHS- ELA Support	Title IA - not to exceed \$16,000	25.0% (full time staff)
Kacey Weber	CTHS - ELA Support	Title IA - not to exceed \$16,000	25.0% (full time staff)

Discussion: Mr. Davis questioned how the salary for Athletic Director fit into the county salaries, and Mr. Swain responded that it was below the county average. Mr. Davis questioned how the salary is divided out to the cost, and Mr. Swain responded that this is in addition to the salary, because it is outside of the regular duties. Mr. Ransome questioned as to whether this salary equals that of administrators and AD in other districts. Mr. Swain responded that it depends on the district, and stated he could ask other districts. Mr. Donelson asked if this was a contracted stipend, and asked how it plays out across the two districts. Mr. Davis stated he was not questioning the stipend but the added responsibility. Mr. Maurer stated that the Athletic Director does the scheduling of buses and events, in addition to attending the events.

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

Note: Mrs. Smith voted "No" to Items 2 and 3 above.

PROFESSIONAL DEVELOPMENT:

Professional Development

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

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

SALEM COUNTY SPECIAL SERVICES BOARD OF EDUCATION MINUTES-OCTOBER 29, 2019

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
Mental Health Issues in Children Camden County College 200 College Drive Blackwood, NJ 08012 November 18, 2019	Cindia Gredesky	\$149 registration (ESEA IIA) \$5.89 mileage Acct#11-140-100- 580-0-55-002	\$154.89 \$119 Substitute
CASE Agricultural Business Foundation Training (NAAE/ACTE Conference Anaheim Marriott Anaheim, California. Conference already approved at the September 24 th Meeting) December 3, 2019	Keely DiTizio	\$250 registration \$450 additional airfare - (cost was doubled what was projected)	\$700 Total Cost: Acct# 11-140-100- 580-0-53-002
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
National Afterschool Association (NAA) Convention, Baltimore, MD March 15-18, 2020	Scott Marakovits Lisa McClintock	\$1,160 registration \$355 meals \$1,600 hotel \$250 mileage \$60 tolls \$250 parking Reimbursement at approved GSA guidelines	\$7,350 (21st CCLC)
Plant-Powered Cooking Boot Camp, Culinary Institute of America Hyde Park, NY 12538 March 23 - 27, 2020	Brian Quinn	\$2500 tuition \$104.16 mileage \$25 tolls \$495.00 hotel \$125 meals & incidentals	\$3249.16 Total Cost: Acct# 11-310—100- 580-11-002 \$595 Substitute

Note: Reimbursement amounts for travel expenses are all subject to GSA guidelines.

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

PROGRAMS:

Programs

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

- 1. 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 the 2018-2019 School Year for the Career and Technical High School.** 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 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. The 2018-2019 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 during an April training session where the Anti-Bullying Specialist were trained and certified through NJPSA. It is recommended by the Superintendent that the Board of 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 an Internship Grant Program for High School Student #101854 with Wysocki Electric, Inc.** It is recommended by the Superintendent that the Board of Education approve an 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.** 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	\$1525	\$1000	\$75	\$136	\$85	\$229	90
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.

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	\$600	February 18, 2020	March 25, 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
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 each. The skills used to create the decorations are part of the Construction program curriculum. The funds will be used to purchase equipment and materials for the program and students.	October 29, 2019 – June 12, 2020

- 15. Request and Recommendation for Board of Education Approval to accept 2018-2019 Carryover Funds from the NJDOE for the Elementary and Secondary Education Act (ESEA) Title IA and Title IIA Grants for use During the 2019-2020 School Year.** It is recommended by the Superintendent that the Board of Education grant approval to accept 2018-2019 carryover funds from the NJDOE for the ESEA Title IA and Title IIA Grant. The funds will be used during the 2019-2020 school year to improve program offerings.

Title IA - \$49,974

Title IIA - \$10,606

- 16. Request and Recommendation for Board of Education Approval of the Training Agreement with Camden County College for Professional Development Services Through Consultant in the Amount of \$10,000.** It is recommended by the Superintendent that the Board of Education approve a training agreement with Camden County College’s School Services Center to provide seven (7) professional development sessions totally \$10,000. Sessions to include improving instructional practice and implementation of best practices and instructional strategies for math, ELA, 21st Century Skills, and technology integration. ESEA Title IA funds will be used.

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

POLICY

Policy

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

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

It is recommended by the Superintendent that the Board of Education approve the second and final 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 9210 Parent Organizations (Revised)
- P 9400 Media Relations (Revised)

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

B. Old Business: None

INFORMATIONAL ITEMS

**Informational
Items**

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

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education accept and approve the HIB report as presented.

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)

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

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

**Board Secretary/
Business
Administrator's
Report - SCSSSD**

It was moved by Mr. Halter and seconded by Mrs. Bomba that the Board of Education approve the following Business Office Items:

A. Board Secretary Report

**Board Secretary
Report**

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

Business Administrator/Board Secretary

October 29, 2019
Date

B. Reconciliation of Cash for School Funds Report

Treasurer's Report

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the months of 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 and September 2019. The month of July 2019 is being reapproved for a \$.10 Edumet error.

C. Transfer of Funds

Transfers

It is recommended that the Board of Education approve the attached list of transfers for the period of September 19, 2019 through October 17, 2019.

D. Warrants

Warrants

- It is recommended that the Board of Education approve the following:
- SCSSSD Payroll Period Ending September 13, 2019 in the amount of \$317,021.05

- SCSSSD Payroll Period Ending September 30, 2019 in the amount of \$310,824.62
- Payments for the time period of September 21, 2019 through October 23, 2019 in the amount of \$703,074.50.

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

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

E. Board Secretary Certification

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

Board Secretary Certification

F. Board of Education Certification

It is recommended that the Board of Education, pursuant to N.J.A.C. 6A:23-2.12©4, certified 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.

BOE Certification

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

G. Board Secretary/Business Administrator New Business:

It was moved by Mrs. Smith and seconded by Mrs. Bomba that the Board of Education approve the following Business Office items:

**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 Special Services School District.** It is recommended by the Business Administrator to approve the shared services billing with Salem County Special Services 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:

**Approval of SJPC
for Natural Gas**

**Approval of Shared
Services Billing
between SC/VTS
and SCSSSD**

**Acceptance of
Tuition Payments
from Sending
Districts**

District	Service	Cost
Cumberland County Vocational	<u>Occupational Therapy ESY</u>	\$414
	<u>Speech Therapy ESY</u>	\$979
	<u>CST Services</u>	\$750
Millville Board of Education	<u>Speech Therapy</u>	\$59,808
	<u>ESY Contract</u>	\$53,250
	<u>Tuition Contract</u>	\$186,651

Lawrence Township	1-1 <u>Contract</u> Salem Campus Tuition <u>Contract</u> ESY <u>Contracts</u> Tuition <u>Contract</u>	\$38,438 \$86,000 \$27,500 \$129,000
Pennsville School District	Tuition <u>Contract</u> Tuition <u>Contract</u>	\$86,000 \$192,190
Edgewater Park Township Board of Education	Tuition <u>Contract</u>	\$5,300
Woodbine Board of Education	Child Study Team <u>Services</u>	\$104,940
Salem County Vocational Technical School District	Child Study Team <u>Services</u>	\$100,210
Deerfield Township	Tuition ESY <u>Contract</u>	\$14,400
Upper Pittsgrove Township School District	Tuition Salem Campus <u>Contract</u>	\$43,000
Cumberland Regional School District	Tuition <u>Contract</u>	\$204,899
Vineland Board of Education	Tuition <u>Contract</u> and 1:1 Costs	\$81,438
Bridgeton Public School District	Tuition <u>Contract</u> Alternative Tuition <u>Contract</u>	\$344,000 \$76,800
Pittsgrove Township	ESY <u>Contract</u>	\$69,000
Kingsway Regional School District	Tuition <u>Contract</u>	\$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.

Approval of 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.

Approval for additional charge for out-of-district school bus usage

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.

Approval of Bus Emergency Evacuation Drill Reports

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.

Approval of NJASA Membership for F. Maurer

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

Approval of Contract with Bergen Protective Systems

Board of Education approve the contract with Bergen Protective Systems, Inc. for work on the Fire Alarm System at Cumberland Campus. The contract allows for services as needed.

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:

Approval of Itinerant Services Agreements between SCSSSD and other local school districts

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
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

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

XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

A. New Business:

PERSONNEL:

Superintendent's Report - SCSSSD

Personnel

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

- 1. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of Kara Efelis.** It is requested and recommended by the Superintendent for the Board of Education approve the employment of Kara Efelis as Early Intervention Teacher at the salary of \$48.00/hour, beginning October 1, 2019.
- 2. Request and Recommendation for Board of Education Approval for the Employment of Cindy Barnes.** It is requested by the Superintendent that the Board of Education approve the employment of Cindy Barnes as a Paraprofessional Cumberland Campus at the salary of IA, Step 1 - \$18,241 beginning November 1, 2019.
- 3. Request and Recommendation for Board of Education Approval for the Employment of Barbara Roth.** It is requested by the Superintendent that the Board of Education approve the employment of Barbara Roth as a Paraprofessional Cumberland Campus at the salary of IA, Step 3 - \$18,441 beginning November 1, 2019.
- 4. Request and Recommendation by the Superintendent for Board of Education Approval of Substitute Food Service Aides.** It is requested and recommended by the

Superintendent for the Board of Education approve the Jonte Watson, Robert Polk, and Jennifer Rowand as Substitute Food Service Aides at the salary of \$16/day beginning October 1, 2019.

5. **Request and Recommendation of the Superintendent for Board of Education Approval of Employment of Sharon Weldon as a Substitute Teacher/ Paraprofessional-Salem Campus.** It is requested by the Superintendent that the Board of Education approve the employment of Sharon Weldon, Substitute Teacher-Salem Campus, \$85.00 Teacher/ \$60.00 Paraprofessional, effective September 1, 2019.
6. **Request and Recommendation for Board of Education Approval for the Transfer of Brian Cummings.** 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 Brigit 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 Lorenz.** It is requested by the Superintendent that the Board of Education approve the termination of Rula Lorenz effective October 31, 2019.
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		Fee /Program
MaryAnne Ecret	Jill Reistle	\$550 CEAS

- 15. Request and Recommendation for Board of Education Approval for the Employment of Shawn Rolls.** It is requested by the Superintendent that the Board of Education approve the employment of Shawn Rolls as a Paraprofessional Cumberland Campus at the salary of IA, Step 3 - \$18,441 beginning November 1, 2019.

- 16. Request and Recommendation for Board of Education Approval for the Employment of Kay Delp.** It is requested by the Superintendent that the Board of Education approve the employment of Kay Delp as a School Psychologist - Child Study Team at the rate of \$385/day effective October 16, 2019.

Discussion: Mr. Davis questioned certification for Mr. Rebman, and Mr. Swain replied that there is no certification issue.

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

PROGRAMS:

Programs

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

- 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 Sale of Walk for Special Needs Tee Shirts from Previous Years.** It is recommended by the Superintendent that the Board of Education approve the sale of Walk for Special Needs tee shirts from previous years at the discounted price of \$5 for Adult and \$3 for Child. The sale will begin November 1, 2019 and run through the remainder of the school year. The proceeds will go towards the 2020 Walk.
- 4. 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 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.

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.

PROFESSIONAL DEVELOPMENT:

**Professional
Development**

It was moved by Mr. Davis and seconded by Mrs. Bomba that the Board of Education approve the following Professional Development Items:

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
<i>Using CBI for Career Exploration</i> Sponsored by: The Boggs Center Mullica Hill, NJ 2/11/20 & 2/21/20	Tyler Day	\$0 Registration \$19.82 Mileage \$170 Substitute	\$199.82

<i>Instructional Strategies</i> Sponsored by: PreK-12 Educational School Services Blackwood, NJ 11/20/19	Amy Wright	\$149 Reg. \$8.12 Mileage \$85 Substitute	\$242.12
Techspo 2020 Jan 30-31, 2020 Harrah's Resort, Atlantic City, NJ	Harry Rodriguez Frank Maurer (reg. covered under NJASA membership)	\$475 Registration \$45.50 mileage \$10.00 Parking \$10.00 Tolls (est) \$250.00 Hotel (est)	\$790.50
Campus Emergencies Prevention, Response, and Recovery GCIT, Glassboro, NJ December 12, 2019	Frank Maurer	\$0	\$0
Webinar: <i>Emergent Literacy & AAC</i> Sponsored by: ASHA November 6, 2019	All Speech Therapists will attend	\$299	\$299

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

POLICY

Policy

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

1. Request and Recommendation for Board of Education Approval of the second and final reading of the policies listed below.

It is recommended by the Superintendent that the Board of Education approve the second and final 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 9210** Parent Organizations (Revised)
- P 9400** Media Relations (Revised)

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

B. Old Business: None

Old Business

INFORMATIONAL ITEMS

**Informational
Items**

- 1. Request and Recommendation for Board of Education to Accept the Student Placement and Student Financial Report for the Month of September.** It is recommended that the Board of Education to accept the Student Enrollment Report and Student Financial Report for the month of September.

It was moved by Mrs. Bomba and seconded by Mr. Ransome that the Board of Education approve the Monthly HIB Report as presented

- 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.

HIB

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

- 3. Principal's/Administrator's Reports**

**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

Dr. Whittinghill reported that Upper Pittsgrove ASD Program is going well, and students attending SCVTS classes are getting good reports.

Mr. Cruet discussed Homecoming (Dance was held on Friday) and Spirit Week, and reported that the Seniors won. Open House attendance was about the same as last year. There was a brief survey about sports, programs, and "How did you hear about SCVTS?". Trunk or Treat was held last Thursday. Holtec is coming to visit the welding program, and will possibly have career information for the students. Mr. Swain added that there was an alumni meeting prior to Open House.

Ms. Aleva reported that Adult Literacy people are working hard and almost obtained an "A" report this year. They have served over 700 people, and the Welding class is going well. Mr. Swain discussed the Post-Secondary Real Estate Program and possible construction program. We are constantly trying to sustain the program. We may move the Real Estate Program to the secondary level as well.

Ms. Lockwood reported that Daretown has one new student, with two new pending referrals. Open House is scheduled for November 5th. Positive behavior program is going well. Career readiness program is amping up, and the Thanksgiving Feast is scheduled for November 25. Mr. Swain added that there is discussion of a vocational component that is different from TCP.

Mr. Marokovits reported that 21st Century is going well with Appel Farms coming in. Middle School now has soccer. Fam Care is health-based weekly. The Food Bank is training at the high school, Culinary Arts is happening three times per week, and SNAP Ed is scheduled for January. Mr. Swain reported that observations by the Curriculum Team have been meaningful and well thought-out. It is expected from all of us. There was a lot of time and effort put into completing observations.

Ms. McClintock reported that observations have been done in all the buildings by the team. They are writing curriculum for Daretown. Mr. Marokovits is working on

STEAM curriculum. 2P Program trials at Cumberland and at Daretown, Mystery Science Curriculum and East Spark Reading or Math.

Ms. Herman Reported that most items are covered through Title I. She has been in all the shops. Welding is making connections to industry. Law Enforcement and Public Safety personnel have been in to share experiences with students. Title I surveys found that students like hands-on and collaboration, and need assistance in book work and culinary math. Mr. Swain added that he observed an I&RS presentation from Ms. Herman.

Dr. Wentzell presented a flyer for their Open House scheduled for November 25. They will be holding Trunk-or-Treat indoors on Thursday morning, and doing pictures in costumes as well. She will be meeting with Mr. Maurer and the insurance company to discuss Safety and Security issues, and are looking at potential upgrades, including staff IDs with district logo. Mr. Swain added that there has been discussion regarding the addition of a figure eight track at Cumberland.

Captain Lewis reported that during his first observation, he held a lockdown drill

Mr. Kershaw reported that technology is working pretty well, and things are running smoothly. Mr. Swain added that the district is very fortunate to have Mr. Allen and Mr. Kershaw. There haven't been any complaints regarding technology, and on the custodial front the building is much cleaner.

XII. AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION

Audience Participation II

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 – 8:28

Recess to Executive Session

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

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

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

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

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

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 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 not return to open session to conduct business at the conclusion of the executive session.

It was moved by Mr. Halter and seconded by Mrs. Bomba that the Board of Education recess into Executive Session at 8:28 p.m.

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

XIV. ADJOURNMENT – 9:00

Adjournment

It was moved by Mrs. Smith and seconded by Mr. Davis that the Board of Education adjourn at 9:00 p.m.

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

Respectfully Submitted,

Jennifer Bates
Assistant Superintendent
Business Administrator/Board Secretary
SCVTS

Frank Maurer
Assistant Superintendent
Business Administrator/Board Secretary
SCSSSD