

**THE BOARD OF EDUCATION FOR SPECIAL SERVICES SCHOOL DISTRICT &
VOCATIONAL TECHNICAL SCHOOL DISTRICT OF THE COUNTY OF SALEM
BOARD OF EDUCATION MINUTES – JULY 28, 2020**

The Regular meeting of the Special Services School District and Vocational Technical School District of the County of Salem Board of Education was held at the Salem County Vocational Technical School, Board Conference Room, Woodstown, NJ, County of Salem, on Tuesday, June 23, 2020 at 7:00 p.m.

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

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

Called to Order

Members Present: Mr. Linwood Donelson III, Mr. James Davis, Mr. Earl Ransome, Mrs. Patty Bomba.

Roll Call

Members Absent: Mrs. Julie Smith, 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

Present via Video: Scott Marakovits, Jason Helder, Gwen Herman, Jane Whittinghill, Paula DeRosa, Tyler Day, Stephanie Weiser, Tammy Smith-Halter, Todd Slimm, Tracy Bayes, Jamie Leyman, Garry Dolbow, Julie Yamasaki, Nicole Cerqueira, Justin Glenn, Anne DiPetro, Brenda Russell, Carmen Porter, Dawn Patrick, Jamie Leyman, Jim Helder, Joseph Monzo, Kim Connell-Miller, Marie Alleva, Mike Davis, Nancy Bello, Linda Doran, Col. Joseph Rojas

MINUTES

It was moved by Mr. Ransome and seconded by Mr. Davis that the Board of Education approve the Minutes of the July 1, 2020 Board of Education Reorganization Meeting.

Minutes

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

ADDENDA

It was moved by Mr. Davis and seconded by Mr. Halter that the Board of Education accept the Agenda Addenda Item for SCVTS

Acceptance of Addenda

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

It was moved by Mr. Halter and seconded by Mr. Ransome that the Board of Education accept the Agenda Addenda Item for SCSSSD

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

AUDIENCE PARTICIPATION I

Audience Participation

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.

6. Time limited to 3 minutes per speaker.

BOARD OF EDUCATION BUSINESS

BOE Business

1. Old Business-

Old Business

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

1. **Request and Recommendation by the Business Administrator for Board of Education Approval of the 2020-2021 Revised Budget for Salem County Vocational Technical School subject to Revision and Approval of the County Office or NJ Department of Education.**

Approval of Revised Budget for 2020/2021 SCVTS

It is recommended by the Business Administrator that the Board of Education approve the 2020-21 revised budget for Salem County Vocational Technical School subject to revision and approval of the County Office or NJ Department of Education. This revision is required due to a decrease in State Aid in the amount of (\$452,418).

Salem County Vocational-Technical School

	Budget	Local Tax Levy
General Fund	\$11,351,274	\$1,828,758
Special Revenue Fund	\$1,555,000	
Debt Service Fund	\$0	
Total Base Budget	\$12,906,274	

Policy 0167 Public Participation – first reading

Policy 9130 Public Complaint –first reading

Public Participation Policy

Discussion:

Public Complaint Policy

Davis - Is this the last cut or will there be more?

Swain - Yes, this is the last cut for the year.

Donelson - Ask solicitor about Safe Harbor Letter

Ayes (5) Mr. Donelson, Mr. Davis, Mr. Ransome, Mrs. Bomba, and Mr. Halter

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

2. New Business-

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

New Business

1. **Review and Acceptance of the SCVTS Reopening Plan for the 2020-2021 School Year. Plan**
2. **Review and Acceptance of the SCVTS District Goals for the 2020-2021 School Year. Goals**
3. **Review and Acceptance of the SCSSSD Reopening Plan for the 2020-2021 School Year. Plan**

Reopening Plan for 2020/2021 SCVTS

Approval of SCVTS District Goals for 2020/2021

Reopening Plan

4. **Review and Acceptance of the SCSSSD District Goals for the 2020-2021 School Year. Goals**

Approval of SCSSSD District Goals for 2020/2021

5. **Discuss the Code of School Ethics for School Board Members**

Board of Education discussion of the Code of School Ethics. Each school board member is responsible to read and become familiar with the codes per School Ethics Act, C1788, P.L. 2001 and to sign an Acknowledgement of Receipt of the Codes.

Discussion of Code of School Ethics for Board Members

Discussion:

Ransome - Are the plans the same?

Swain - No

Davis - Is this the only reading of the plan?

Swain - Yes

Davis - The plan is fantastic, however, not comfortable with students coming back.

Swain - explained difference between plans

Halter - A B works best for special services. This is a moving target.

Davis - The college model should be followed.

Donelson - Issue where certain students will not be in school while other are in class, specifically, 3 academy programs. This also sets up different classes of staffing.

Ransome - No matter what is chosen, the implementation will be difficult.

Davis - Remote learning was supposed to be a big thing in the 80's.

Ayes (4) Mr. Donelson, Mr. Ransome, Mrs. Bomba, and Mr. Halter

Noes (0) Abstain (1) Mr. Davis Non Vote (0)

C. **Correspondence- Gateway Community Action Thank You Note**

Correspondence

D. **Presentation - Assessment and final exams (Jason Helder)**

Presentation

Discussion:

Halter - Is this model adopted by other CTE schools in NJ.

Helder - Yes Gloucester is and Cumberland is looking at it now.

Swain - Council of vocational schools has been discussing.

Donelson - CTE understand but Academics are not. Many colleges are not stopping exams. There will be test taking skills taken away where colleges do administer exams. What will be done to fill that gap? Is this policy or regulation based?

Swain - There is but it is non-script and pretty broad.

Helder- Test taking skills are imperative to get students into college. We don't know if preparing for exams is that correct model. Think more test prep classes.

Ransome - Could change weight and move timing of exam so not a large part of grade.

Agree 100% the college students still need exams.

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

Board Secretary/ Business Administrator Report - SCVTS

It was moved by Mr. Davis and seconded by Mr. Halter that the Board of Education approved the following Board Secretary/Business Administrator items:

A. **Board Secretary Report**

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2020. The Board Secretary certifies that no line item account has been over-expended in violation of N.J.A.C. 6A:23-2.12 (a) 1 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Board Secretary Report

Business Administrator/Board Secretary

July 28, 2020
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 June 2020. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of June 2020.

Reconciliation of Cash

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.

Board Secretary Certification

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

It is recommended that the Board of Education approve the transfer of funds for the months ending June 30, 2020

Transfers

F. Warrants

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

Warrants

- Bills paid June 17, 2020 through June 30, 2020 totaling \$522,236.90
- Payroll for June 15, 2020 in the amount of \$154,175.98
- Payroll for June 30, 2020 in the amount of \$166,713.60

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

Board Secretary/Business Administrator New Business:

Board Secretary/
Business
Administrator
New Business

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

1. **Request and Recommendation by the Business Administrator for Board Approval to subsidize food service with use of the general funds to offset food service.** This was intended to be approved in June of 2020.

Approval to
subsidize Food
Service with
General Funds

2. **Request and Recommendation by the Business Administrator for Board Approval Accept and Approve the Proposals for Security Services to KD Securities for the 2020-2021 school year. (Attached)**

Approval to
Accept and
Approve
Proposals for
Security Services
to KD Securities

3. **Request and Recommendation by the Business Administrator for Board of Education Approval to Write-Off Consumable Food Items Donated from SCVTS to Gateway Community Action Partnership Emergency Assistance Food Bank located in Bridgeton, NJ**

It is recommended by the Business Administrator for Board of Education approval to write off the attached list of food items for the 2019-2020 school year. The items were donated to Gateway Community Action Partnership Emergency Assistance Food Bank, 65 Manheim Ave Bridgeton, NJ 08302. This organization works closely with the SCSSSD Cumberland Campus students allowing them opportunities to work in their hydroponic garden and in their food pantry fostering community involvement with the students while developing work related skills. SCVTS was unable to use the food items due to the Covid-19 closure.

Approval to Write
Off Consumable
Food Items
Donated to
Gateway
Community
Action
Partnership
Emergency
Assistance Food
Bank

4. **Request and Recommendation by the Business Administrator for Board Approval to write off Balances for Food Services.**

It is recommended by the Business Administrator for Board of Education approval to write off the Food Services balances for students at the RDS and CTHS campuses totaling \$1,071.60 from the 2019-2020 school year, per the attached list

Approval to Write
Off Balances for
Food Services

5. **Request and Recommendation by the Business Administrator for Board of Education Approval of a Contract with Strauss Esmay Associates, LLP for Policy Alerts & Support System (PASS), Online Maintenance Fees, Public Access Fees for Bylaws & Policies and Regulations in the Amount of \$3,640 for the 2020-21 School Year**

Approval of Contract with Strauss Esmay

It is requested that the Board of Education approve a contract with Strauss Esmay Associates, LLP for Policy Alerts and Support System (PASS), Online Maintenance Fees, Public Assess Fees for Bylaws, Policies, and Regulations in the amount of \$3,640 for the 2020-2021 school year. This will provide website access. The cost will be shared with SCSSSD.

6. **Request and Recommendation for Board of Education Approval to Contract with Joseph F. Racite Fire Extinguishers and Equipment.**

Approval of Contract with Joseph F. Racite for Fire Extinguisher Inspection and Maintenance

It is recommended by the Business Administrator to contract with Joseph F. Racite Fire Extinguishers & Equipment for inspection, service and maintenance of the Fire and Safety Equipment for the 2020-2021 School Year. Anticipated cost is \$8,141.75 for the year, with additional cost for service calls after the initial service, if needed, as detailed in the attached contract.

7. **Request and Recommendation for Board of Education Approval to Accept Agreement with ProAsys Water Treatment.**

Approval of Agreement with ProAsys Water Treatment

It is recommended by the Business Administrator to approve the Agreement with ProAsys Water Treatment for Service on the Boilers at a cost of \$2,550.00 for the 2020-2021 School Year.

8. **Request and Recommendation for Board of Education Approval of GCN Training Global Compliance Network to Provide Online Mandatory Training for SCVTS and SCSSSD District Employees for the 2020-2021 School year.**

Approval of GCN for Online Mandatory Training

It is recommended by the Superintendent that the Board of Education approve Global Compliance Network to provide online mandatory trainings for all SCVTS and SCSSSD employees in the amount of \$1,400.00 (\$700 for SCVTS and \$700 for SCSSSD) for the 2020-2021 school year. This service meets the requirements of the Department of Education mandatory annual professional development as well as provides educational professional development for ongoing targeted training needs.

9. **Request and Recommendation for Board of Education Approval to Accept an Agreement with Verizon Wireless for a Distance Learning Data Plan and Equipment Offerings for the 2020-2021 School Year.**

Approval to Accept Agreement with Verizon Wireless for Distance Learning Data Plan

It is requested that the Board of Education approve a contract with Verizon Wireless for a Distance Learning Data Plan and Equipment Offerings for Career and Technical High School students. This agreement will provide students who do not have access to internet service to participate in online distance learning for the 2020-2021 school year.

10. **Request and Recommendation for Board of Education Approval to Accept the Bids for the 1998 GMC Truck.**

Approval to Accept Bids for 1998 GMC Truck

It is recommended by the Business Administrator to approve the bids for the 1998 GMC Pickup truck and snow plow.

Bidder	Bid Amount
Alfred Roeske	\$401
Frank DiAntonio	\$150

11. **Request and Recommendation by the Business Administrator to Approve the Acceptance of the Bonding for Jennifer Bates.**

Approval to

SALEM COUNTY SPECIAL SERVICES BOARD OF EDUCATION MINUTES-JULY 28, 2020

It is recommended by the Business Administrator to approve the bonding of Jennifer Bates by Selective Insurance Company of America for the amount of \$609.00.

Discussion:

Mr. Swain asked for clarity from the BOE if the security should be armed and showing. Board was in favor of armed and showing.

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

SUPERINTENDENT'S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT

New Business:

PERSONNEL:

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

New Hire:

1. **Request and Recommendation for Board of Education Approval of Martha Arrizón, Spanish Teacher, at the Career and Technical High School for the 2020-2021 School year.** It is recommended by the Superintendent for Board of Education approval to employ Martha Arrizón as a full time Spanish Teacher at the salary of BA, Step 5 - \$56,667, beginning September 1, 2020.
2. **Request and Recommendation for Board of Education Approval of David Mack as a full time food service support staff member for the period July 1, 2020 through June 30, 2020, at an annual salary of \$23,605.** It is recommended by the superintendent for the Board of Education to approve the employment of David Mack as a food service support person and driver at an annual salary of \$23, 605, beginning July 1, 2020 through June 30, 2020. Mr. Mack's contract was unintentionally left out of the May personnel meeting.
3. **Request and Recommendation for Board of Education Approval for Tyrone Preyer to be Compensated for Online Instructional Training at the Global Logistics & Supply Chain Management Summer Teacher Training Institute from July 10-31, 2020.** It is requested by the Superintendent that the Board of Education approve Tyrone Preyer, Global Logistics & Supply Chain Management Instructor to be compensated for hours worked from July 10 - 31, 2020 while attending a mandatory online Supply Chain Management Teachers Summer Program provided by the Rutgers School of Business, Piscataway, NJ. Mr. Preyer will be paid \$30 per hour, timesheets are required.

Discussion:

Mr. Davis - Is Mr. Preyer's class in person or virtual.
Mr. Swain - virtual

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

PROFESSIONAL DEVELOPMENT:

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

1. **Request and Recommendation for Board of Education Approval of Professional Development Workshops for Salem County Vocational Technical Schools Personnel.** It is recommended by the Superintendent that the Board of Education

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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
Administrator Certification for an NCCER Accredited Assessment Center for the National Craft Assessment and Certification Program (NCACP), NCCER - webinar August 2020	Jennifer Bates	\$365	\$365
<u>Microcertificate</u> - Science Innovation for Engineering Solutions and Technology Integration, National Institute for STEM Education - webinars	Scott Marakovitz	\$39/webinar	\$78

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

PROGRAMS:

Programs

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

1. **Request and Recommendation by the Superintendent for Board of Education Approval of Continuation of Membership for the 2020-2021 School Year.**
It is recommended by the Superintendent that the Board of Education approve the continuation of membership in the following:
 - New Jersey Interscholastic Athletic Association 2020-2021 - \$2,500
 - Middle States Association of Colleges and Schools 2020-2021 - \$2,950

2. **Request and Recommendation for Board of Education Approval of a Professional Membership in the New Jersey Association of School Administrators in the amount of \$1,088 for the 2020-2021 School Year.**
It is recommended by the Superintendent that the Board of Education approve to pay for a professional membership in the New Jersey Association of School Administrators in the amount of \$1,088 for Lisa McClintock, Supervisor/Director of Instruction and Grants for the 2020-2021 school year. By negotiated contract Mrs. McClintock is entitled up to \$1,250 in professional membership fees.

3. **Request and Recommendation for Board of Education Approval of a Professional Membership in the New Jersey Principals Association in the amount of \$845 for the 2020-2021 School Year.**
It is recommended by the Superintendent that the Board of Education approve to pay for a professional membership in the New Jersey Principals and Supervisors Association in the amount of \$845 for Gwen Herman, Director/Title I Instructional Coach for the 2020-2021 school year. By negotiated contract Mrs. Herman is entitled up to \$1250 in professional membership fees.

4. **Request and Recommendation for Board of Education Approval of a Professional Membership in the New Jersey Principals Association in the amount of \$845 for the 2020-2021 School Year.**
It is recommended by the Superintendent that the Board of Education approve to pay for a professional membership in the New Jersey Principals and Supervisors Association in the amount of \$845 for Scott Marakovits, Supervisor/Director of Community Learning

Centers for the 2020-2021 school year. By negotiated contract Dr. Marakovits is entitled up to \$1250 in professional membership fees.

5. **Request and Recommendation for Board of Education Approval of a Professional Membership in the New Jersey Principals Association in the amount of \$845 for the 2020-2021 School Year.**

It is recommended by the Superintendent that the Board of Education approve to pay for a professional membership in the New Jersey Principals and Supervisors Association in the amount of \$845 for Maria Alleva, Director of Adult Post-Secondary and ABE/HSE/ESL Programs for the 2020-2021 school year. By negotiated contract Mrs. Alleva is entitled up to \$1250 in professional membership fees.

6. **Request and Recommendation for Board of Education Approval of a Career Accelerator Program for High School Student #102244 with Wysocki Electric, Inc.**
It is recommended by the Superintendent that the Board of Education approve a Career Accelerator Program application for student #102244 with Wysocki Electric, Inc. for the 2020-2021 school year as part of a Structured Learning Experience.

7. **Request and Recommendation for Board of Education Approval of the Comprehensive Local Needs Assessment (CLNA) Plan for Career and Technical Education Programs as Required for Perkins V for the 2020-2021 School Year.**
It is recommended by the Superintendent that the Board of Education approve the School District Comprehensive Local Needs Assessment (CLNA) Plan for career and technical education programs as required for Perkins V funds. This plan creates a replicable pattern of engagement with key stakeholders that promotes robust discussion around the quality and impact of CTE programs and systems; builds on and align with, other process improvement efforts [Every Student Succeeds Act (ESSA), Workforce Innovation and Opportunity Act (WIOA) planning and others]; ensures CTE programs are aligned with state, regional and local workforce needs and economic priorities and supports the redirection of resources towards CTE programs that lead to high-skill, high-wage, or in-demand industry sectors or occupations; establishes priorities for the Perkins budget; and ensures CTE programs are serving all learners equitably.

Form B

Form C

8. **Request and Recommendation for Board of Education Approval to Restart the BRIDGE Program on a Virtual Platform.**

It is recommended by the Superintendent that the Board of Education approve the restart of the BRIDGE program on a virtual platform. Staff will meet with BRIDGE participants online. Kits for cooking classes and project creation will be developed and delivered to participants. Staff are required to submit timesheets. BRIDGE staff were previously approved at the February 25, 2020 Board of Education meeting. All staff and supply costs are covered by a grant. There is no cost to the district.

9. **Request and Recommendation for Board of Education Approval to Accept the Continuation Grant Award FY21 Consolidated Adult Basic Skills and Integrated English and Civics Education Grant in the amount of \$620,390.**

It is recommended by the Superintendent that the Board of Education accept the FY2021 Consolidated Adult Basic Skills (ABS) and Integrated English Literacy and Civics Education (IELCE) Continuation Grant Award, Notice Of Award 2020-2021, funded under the Workforce Innovation and Opportunity Act, Title II, Adult Education and Literacy grant funds in the amount of \$620,390 for the budget period July 1, 2020 to June 30, 2021.

10. **Request and Recommendation for Board of Education Approval of an Affiliation Agreement with Tri County Real Estate Maintenance Company 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 Tri County Real Estate Maintenance Company and the Salem County Vocational Technical Schools Adult Education Program. The partnership will

provide students with an appropriate experience to help them to further prepare for professional roles in the construction trade field. Both parties to this agreement will work together to promote an appropriate learning environment to assist the involved students in earning their respective academic credentials. There is no cost for this partnership.

11. **Request and Recommendation for Board of Education Approval of PSISJS, of Stratford, NJ, to Provide the Off-Site Maintenance and Storage of PowerSchool for the 2020-2021 School Year in the Amount of \$7,500.** It is recommended by the Superintendent that the Board of Education approve PSISJS, of Stratford, NJ, to provide the off-site maintenance and storage of PowerSchool from July 1, 2020 to June 30, 2021 for the amount of \$7,500.

12. **Request and Recommendation for Board of Education Approval to accept the following FY2020 Grants.**
 - Individual Disabilities Education Act - Part B (IDEA-B) in the amount of \$114,361 for the budget period July 1, 2020 to September 30, 2021.
 - Elementary and Secondary Education Act (ESEA) in the total amount of \$213,827 for the budget period July 1, 2020 to September 30, 2021
 - Title IA: \$175,872
 - Title IIA: \$ 25,019
 - Title IV: \$ 12,936
 - 21st Century Community Learning Centers (21st CCLC) in the amount of \$500,000 for the budget period September 1, 2019 to August 31, 2020.
 - Perkins Secondary in the amount of \$111,537 for the budget period from July 1, 2020 to June 30, 2021
 - Perkins Post Secondary in the amount of \$91, 615 for the budget period from July 1, 2020 to June 30, 2021
 - CARES Act in the amount of \$140, 844 for the budget period from March 13, 2020 through September 30, 2022
 - Expand Grant in the amount of \$88,013 for the budget period from July 1, 2020 through June 30, 2021. With the school related health closure, this project did not begin until July 2020.

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

Old Business

Old Business:

Policy

POLICY

1. **Request and Recommendation for Board of Education Approval of the first reading of the policies listed below.**
 It is recommended by the Superintendent that the Board of Education approve the first reading of the following district policies and regulations (deletions are strikethrough and additions are in bold):

<u>P 1649</u>	Federal Families First Coronavirus (COVID-19) Response Act (FFCRA) (M) (New)
<u>P 2270</u>	Religion in Schools (Revised)
<u>P 2431.3</u>	Heat Participation Policy for Student-Athlete Safety (M) (Revised)
<u>P 2622</u>	Student Assessment (M) (Revised)
<u>P & R 5111</u>	Eligibility of Resident/Nonresident Students (M) (Revised)
<u>P & R 5200</u>	Attendance (M) (Revised)
<u>P & R 5320</u>	Immunization (Revised)
<u>P & R 5330.04</u>	Administering an Opioid Antidote (M) (Revised)
<u>P 5610</u>	Suspension (M) (Revised)
<u>R 5610</u>	Suspension Procedures (M) (Revised)
<u>P 5620</u>	Expulsion (M) (Revised)
<u>P & R 8320</u>	Personnel Records (M) (Revised)

Discussion:

Mr. Donelson - Are there any big items we need to be concerned about?

Mr. Swain - P 1649

Mr. Donelson - Would like P 0167 and P 9130 added with the comments he drafted for a second reading.

Mr. Ransome - There is an added step that the Superintendent can call a meeting prior to any suspension.

Ayes (5) Mr. Donelson, Mr. Davis, Mr. Ransome, Mrs. Bomba, and Mr. Halter

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

INFORMATIONAL ITEMS

Informational
Items

CTHS Student/Parent Handbook - 2020-2021 school year

CTHS and Academy Program Seniors Awarded a High School Diploma - 2020-2021

CTHS Skill Profile Certificates Awarded to Seniors - 2020-2021

CTHS Principal's Report

SCVTS Program Enrollment Report

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

HIB 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.

Ayes (5) Mr. Donelson, Mr. Davis, Mr. Ransome, Mrs. Bomba, and Mr. Halter

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

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

Board Secretary/
Business
Administrator
Report - SCSSSD

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

A. Board Secretary Report

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the months of June 2020. The Board Secretary certifies that no line item account has been over-expended in violation of N.J.A.C. 6A:23-2.12 (a) 1 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Board Secretary
Report

Business Administrator/Board Secretary

July 28, 2020
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 June 2020. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of June 2020.

Reconciliation of
Cash

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.

Board Secretary
Certification

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.

BOE Certification

Transfers

Warrants

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

It is recommended that the Board of Education approve the transfer of funds for the June 1, 2020 through June 30, 2020.

F. Warrants

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

- Payroll for June 15, 2020 in the amount of \$309,108.20
- Payroll for June 30, 2020 in the amount of \$308,040.74
- Bills paid from June 17, 2020 through June 30, 2020 in the amount of \$138,968.03

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

Board Secretary/Business Administrator New Business:

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

1. **Request and Recommendation by the Business Administrator for Board Approval to Authorize the Use of General Funds to Offset Food Service.** It is recommended by the Business Administrator that the Board of Education approve the use of general funds to offset the negative balance of Food Service in the amount of \$76,199.36.
2. **Request and Recommendation of the Business Administrator for the Board of Education to Approve Joseph F. Racite Fire Extinguisher and Equipment Annual Inspections** It is recommended by the Business Administrator that the Board of Education approve Joseph F. Racite Fire Extinguisher and Equipment for annual inspections at the annual cost of \$1,923.50.
3. **Request and Recommendation of the Business Administrator for the Board of Education to Accept the Waiver Letter from the State of NJ** It is recommended by the Business Administrator that the Board of Education accept the waiver letter from the Bureau of Safe Drinking Water for a 9 year compliance cycle (2020-2028) waiver of asbestos monitoring. This waiver has been granted on previous determination that the water supply is not vulnerable to asbestos contamination either by its source water or by its distribution system components.
4. **Request and Recommendation of the Business Administrator for Board of Education Approval for the Purchase of GradPoint from Pearson in the amount of \$6,289.50 from July 1, 2020 through June 30, 2021.** It is requested by the Business Administrator that the Board of Education approve GradPoint from Pearson. GradPoint is the Online Curriculum used at the Alternative School to assist the students in remediation of failed courses as well as the course of electives at the school. Cost of 10 portals for one year is \$6,289.50. This contract will pay for the period of July 1, 2020 through June 30, 2021.
5. **Request and Recommendation of the Business Administrator for the Board of Education to Approve Penn Jersey Paper to Provide Food Service Equipment at the Daretown School.** It is requested by the Business Administrator that the Board of Education approve Penn Jersey Paper to provide the food service equipment (Quote 21-01) for the Daretown Program to provide lunches in house through a shared agreement with Salem County Vocational Technical School District Food Service Program.

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Company	Quoted Amount
<i>Penn Jersey Paper</i>	\$10,149.70
South Jersey Paper Products	\$11,738.77
Camden Paper and Bag	\$12,446.97

6. **Request and Recommendation of the Business Administrator for the Board of Education to Approve a Tozour Trane Service Contract.** It is requested by the Business Administrator that the Board of Education approve a Tozour Trane Service contract for the RDS-Salem Campus HVAC system at a cost of \$11,409 for the 2020-2021 school year with quarterly payments. Approval of Tozour Trane Service Contract

7. **Request and Recommendation of the Business Administrator for the Board of Education to Approve Proasys Water Treatment for Chemical Water Treatment at Daretown and Cumberland Campuses.** It is requested by the Business Administrator that the Board of Education approve Proasys Water Treatment to provide chemical water treatment at the Daretown School and Cumberland Campus in the amount of \$1,600. Approval for Proasys Water Treatment to Provide Chemical Water Treatment at Daretown and Cumberland Campus Locations

8. **Request and Recommendation by the Business Administrator to Approve the Subscription Renewal for MobyMax.** It is recommended by the Business Administrator to approve the subscription renewal from MobyMax for use at the Salem/RDS/Upper Pittsgrove/Daretown/Cumberland Campuses for the annual rate of \$2,495.00 plus \$995 for the professional development (School Success) totaling \$3,490. Approval of MobyMax Renewal

9. **Request and Recommendation by the Business Administrator to send a contract for Itinerant Services to Lower Cape May Regional School District.** It is recommended by the Business Administrator that the Board of Education approve the attached contract with Lower Cape May Regional School District. We are sending it at their request. Approval of Itinerant Service Contract with Lower Cape May Regional School District

10. **Request and Recommendation for Board of Education Approval of GCN Training Global Compliance Network to Provide Online Mandatory Training for SCVTS and SCSSSD District Employees for the 2020-2021 School year.** It is recommended by the Superintendent that the Board of Education approve Global Compliance Network to provide online mandatory trainings for all SCVTS and SCSSSD employees in the amount of \$1,400.00 (\$700 for SCVTS and \$700 for SCSSSD) for the 2020-2021 school year. This service meets the requirements of the Department of Education mandatory annual professional development as well as provides educational professional development for ongoing targeted training needs. Approval of GCN Global Compliance Network to Provide Online Mandatory Training for Staff

11. **Request and Recommendation for Board of Education Approval to accept the following FY2020 Grants.** Cares Act Funding in the amount of \$20,000.

12. **Request and Recommendation for Board of Education Approval to Approve an RFP for Snow Removal at the Cumberland Campus** It is recommended by the Superintendent that the Board of Education approve an RFP for snow removal for the Cumberland Campus for the 20-21 school year. Approval to accept Cares Act Funding

13. **Request and Recommendation for Board of Education Approval to Accept an Agreement with Verizon Wireless for a Distance Learning Data Plan and Equipment Offerings for the 2020-2021 School Year.** It is requested that the Board of Education approve a contract with Verizon Wireless for a Distance Learning Data Plan and Equipment Offerings for Career and Technical High School students. This agreement will provide students who do not have access to internet service to participate in online distance learning for the 2020-2021 school year. We are getting 20 units to start. Approval of RFP for Snow Removal at Cumberland Campus

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

Approval to Accept Agreement with Verizon Wireless for Distance Learning Data Plan

SUPERINTENDENT'S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

Superintendent's
Report – SCSSSD

New Business:

PERSONNEL:

Personnel

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

New Hire:

1. **Request and Recommendation for Board of Education Approval for the Employment of Mary Blizzard.**
It is requested by the Superintendent that the Board of Education approve the employment of Mary Blizzard as a Speech Therapist at the salary of MA+30, Step 1 - \$59,597 beginning September 1, 2020.
2. **Request and Recommendation for Board of Education Approval for the Employment of Trumella Sye for the ESY Program.**
It is requested by the Superintendent that the Board of Education approve the employment of Trumella Sye as a Paraprofessional for ESY Program at the salary of \$165/Day, beginning July 20, 2020 to August 21, 2020.
3. **Request and Recommendation by the Superintendent for Board of Education to Approve Kimberly Devers for Child Study Team.**
It is recommended by the Superintendent that the Board of Education approve Kimberly Devers as Learning Disability Teacher Consultant for summer work at a rate of \$65/hour for up to 15 hours per week beginning July 27, 2020.
4. **Request and Recommendation for the Board of Education to Approve School Personnel to Drive the School Buses and Vans During the 2020-21 School Year**
It is recommended that the Board of Education approve the following school personnel to drive the school buses and vans during the 2020-21 school year:

Laura R. Romano
David Ewart
Judy Locke
Joyce Malara-Kates
William J. Pennock, Jr.
Angela Rodriguez
Janene Garrison-Morrison
Wanda Lynn Fulford
Janeth Coll
Melissa Weber
Veronica Weber

Resignation:

5. **Request and Recommendation by the Superintendent for Board of Education Approval of the Resignation of Vincent Opanel**
It is requested and recommended by the Superintendent that the Board of Education approve the resignation of Vincent Opanel effective July 16, 2020.

Discussion:

Davis - Are the bus drivers on our insurance?
Swain – Yes

PROGRAMS - None

Programs

PROFESSIONAL DEVELOPMENT

Professional Development

It was moved by Mr. Halter 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
Handle with Care Training DoubleTree by Hilton Hotel - Philly Center City 237 South Broad Street Philadelphia, PA 19107 Aug 17-19	Magic Mears	\$937.50 Reg. \$100 est parking/tolls	\$1,037.50

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

Old Business:

Old Business

POLICY

Policy

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

Request and Recommendation for Board of Education Approval of the first reading of the policies listed below. It is recommended by the Superintendent that the Board of Education approve the first reading of the following district policies and regulations (deletions are strikethrough and additions are in bold):

- P 1649 Federal Families First Coronavirus (COVID-19) Response Act (FFCRA) (M) (New)
- P 2270 Religion in Schools (Revised)
- P 2431.3 Heat Participation Policy for Student-Athlete Safety (M) (Revised)
- P 2622 Student Assessment (M) (Revised)
- P & R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P & R 5200 Attendance (M) (Revised)
- P & R 5320 Immunization (Revised)
- P & R 5330.04 Administering an Opioid Antidote (M) (Revised)
- P 5610 Suspension (M) (Revised)
- R 5610 Suspension Procedures (M) (Revised)
- P 5620 Expulsion (M) (Revised)
- P & R 8320 Personnel Records (M) (Revised)
 - P 0167 Public Participation
 - P 9130 Public Complaint

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

INFORMATIONAL ITEMS

Informational Items

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

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

It is recommended that the Board of Education to accept the Student Placement Report and Student Financial Report for the month of June. This report has been modified after the last meeting to give more accurate and greater detail to the Board of Education.

2. Request and Recommendation for Board of Education to Accept the Staff Tuition Reimbursement Report for 2019/20.

It is recommended that the Board of Education accept the Tuition Reimbursement Report listing the staff who availed themselves of the tuition reimbursement program for the 2019/20 school year.

3. Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCSSSD (May Be Appropriate for Closed Session) (Handout)

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

4. Request and Recommendation for Board of Education Approval to Accept the Salem County Special Services Reopening Parent/Guardian Survey 20-21

It is recommended that the Board of Education accept the Salem County Special Services Reopening Parent/Guardian Survey 20-21.

5. Request and Recommendation for Board of Education Approval to Accept the Salem County Special Services Reopening Staff Survey 20-21

It is recommended that the Board of Education accept the Salem County Special Services Reopening Staff Survey 20-21.

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

Principal's Report

Upper Pittsgrove
Related Services

AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION

RECESS INTO EXECUTIVE SESSION – 8:24 p.m.

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: _____

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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 Pending Litigation - SCSSSD
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 return to open session to conduct business at the conclusion of the executive session.

RECESS INTO EXECUTIVE SESSION – 8:24 p.m.

Recess to
Executive Session
– 8:24 p.m.

It was moved by Mr. Davis and seconded by Mrs. Bomba that the Board of Education recess into Executive Session at 8:24 p.m.

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

RESUMPTION OF PUBLIC PORTION OF THE MEETING – 9:13 p.m.

Resume Open
Session – 8:33
p.m.

It was moved by Mr. Halter and seconded by Mrs. Bomba that the Board of Education return to open session at 8:33 p.m.

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

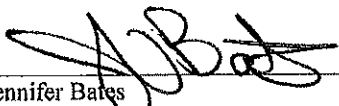
ADJOURNMENT – 8:35 p.m.

Adjournment –
8:35 p.m.

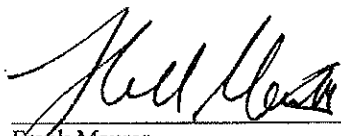
It was moved by Mr. Davis and seconded by Mr. Halter that the Board of Education adjourn at 8:35 p.m.

Ayes (5) Mr. Donelson, Mr. Davis, Mr. Ransome, Mrs. Bomba, and Mr. Halter
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