

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

Regular Board of Education Meeting
880 Route 45, Woodstown, NJ 08098
Tuesday, August 23, 2022 at 7:00 p.m.

AGENDA

I. PLEDGE OF ALLEGIANCE TO THE FLAG

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

II. CALL TO ORDER

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

III. ROLL CALL

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

IV. MINUTES

It is recommended that the Board of Education approve the Minutes from the July 26, 2022 Meeting of the Board of Education.

Action: Approved____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

V. ADDENDA

A. Acceptance of Agenda Addenda Items SCVTS

Action: Approved____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

B. Acceptance of Agenda Addenda Items SCSSSD

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

VI. AUDIENCE PARTICIPATION I

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

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

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the resolution on which you will be commenting.
4. Wait to be recognized before making your comments.
5. Limit your comments to the specific resolution.
6. Time will be limited to 3 minutes per speaker. Another speaker may transfer their time to a speaker to increase the total time to 6 minute. However, the person transferring time loses their time to comment.
7. Comments from the public will not have a response from the Board of Education.

VII. BOARD OF EDUCATION BUSINESS

A. New Business-

1. Review and Accept the Board Goals for the 2022-2023 School Year for SCVTS and SCSSSD

2. Approve the first reading of the job descriptions:

a. Chief Academic Officer

b. Director Curriculum, Instruction, and Grants Programs

B. Old Business

1. Acceptance of the SCVTS/SCSSD District Goals for the 2022-2023 School Year.

C. Correspondence

D. Presentations

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

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

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

A. Revised Board Secretary Report

Revised Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2022 (revised). 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.

_____	<u>August 23, 2022</u>
Business Administrator/Board Secretary	Date

B. Revised Reconciliation of Cash for School Funds Report

Revised Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the month of June 2022 (revised). The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the month of June.

C. Board Secretary Certification

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

D. Board of Education Certification

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

E. Transfer of Funds

There are no transfers to report.

F. Warrants

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

- 07/15/22 Payroll totaling \$90,614.57
- 07/30/22 Payroll totaling \$110,854.61
- Bill list July 1, 2022 through July 31, 2022 in the amount of \$87,118.48

Action: Approved____ Disapproved ____ Held for Study____
Motion by: _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

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

Abstain: _____ Opposed: _____

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation for Board of Education Approval to Continue with the One Year Subscription for OnCourse Lesson Planner for the 2022-2023 School Year.

It is recommended by the Superintendent that the Board of Education approve the continuation of the one year subscription for Oncourse Lesson Planner for the 2022-2023 school year in the amount of \$1,856.06. OnCourse is the online lesson plan subscription used by the Career and Technical High School teaching staff.

3. Request and Recommendation for Board of Education Approval of Counseling Services for the Salem County Vocational Technical Schools for the 2022-2023 School Year.

It is recommended by the Superintendent that the Board of Education approve the Counseling Services with Dr. Ayrin Hnosko, PhD., LCSW for the Salem County Vocational Technical Schools, Career and Technical High School Campus for the first semester of the 2022-2023 school year or 22 weeks. Services stem from approved RFP for the 2021-2022 school year and are requested to be continued. Dr. Hnosko will provide group and individual therapy sessions for students/staff during the school year for a total of \$62,200. The cost of the counseling will be paid from the CRSSA and ARP-ESSER funds .A breakdown of cost is as follows:

Item	Units	Cost Per Unit	Total
Individual Sessions (Students and staff)	12 units per week	\$200	\$52,800
Collaboration Meetings	4 units per week	\$50	\$4400
Emergency Psychiatric Evaluation/Clearances	Each (as needed)	\$250	Up to \$5000

4. Request and Recommendation for Board of Education Approval of a Service Agreement with Stericycle for Biohazard Regulated Medical Waste Disposal.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

It is recommended by the Business Administrator that the Board of Education approve the Service Agreement with Stericycle for Biohazard Regulated Medical Waste Disposal at the Salem County Career and Technical High School as required by the New Jersey Department of Environmental Protection at the rate of \$45.27 per month (\$543.24 yearly).

5. Request and Recommendation for Board of Education Approval to Allow The Learning Center to Use FormSite to Process Credit Card Payments and Charge an Administrative Fee for this Service.

It is recommended by the Business Administrator that the Board of Education approve the use of FormSite to process online credit card payments for the The Learning Center (TLC) program operated by the Salem County Vocational Technical School District. Administrative fees are charged by Formsite for the processing of payments. Fees typically range between 3%-5% of each transaction. It is recommended that the Board of Education approve to charge the parents paying for services they received from TLC an administrative fee of \$5.00 per transaction.

6. Request and Recommendation for Board of Education Approval of Four M Vending Service for vending equipment.

It is recommended that the Board of Education approve the attached proposal from Four M Vending Service to provide vended items at the Vocational Technical School, including location, commission, and program information.

7. Request and Recommendation of the Board of Education Approval to Award a Contract for Linen Services for the Culinary Arts and Food Services Department for the 2022-23 School Year.

It is recommended that the Board of Education grant approval to award a contract for Linen Services for the Culinary Arts and Food Services Department for the 2022-23 School Year. Quotations were sent to six vendors; one vendor replied, Churchill Linen Services, Inc. (dba/Wildwood Linen Supply, Wildwood, NJ). The prices must remain in effect through June 30, 2023. The following shows the products highlighted in bold print based on quantities offered.

DESCRIPTION	WILDWOOD LINENS (Stokes Laundry)	MONTHLY USAGE
	PRICE EACH	
Kitchen Towels 100% Cotton 14" x 24"	.1836	1000
Barber Towels Terry Cloth 15" x 24"	.2244	3200
Bib Aprons (55% Cotton/45% Polyester Straight Cut) White 32" x 38"	.4998	1000
Table Covers White 52" x 52" Special Occasion	.6732	N/A
Table Covers White (Inventory 10) 72" x 72"	.8976	10

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

1. Request and Recommendation for Board of Education Approval of the Continuation of the COVID-19 Stipend for Selected Staff.

It is recommended by the Superintendent that the Board of Education continue the temporary COVID stipend approved on October 26, 2021 for the 2022-2023 School Year as reporting is still required.. (Excerpt from the October 26, 2021 approval. It is requested and recommended by the Superintendent for the Board of Education to approve a temporary COVID-19 stipend for individuals identified that work over and above regular hours to deal with COVID related issues and reporting.)

2. Request and Recommendation for Board of Education Approval of the BRIDGE Program Staff to Provide Services to the PET Program Students for the period of August 1, 2022 through December 31, 2022.

It is recommended by the Superintendent that the Board of Education approve the already approved Bridge staff members and previously approved salary rates for the period of August 1, 2022 through December 31, 2022, to provide instructional and enrichment programs to the PET program students. The PET shared service agreement was approved July 26, 2022. Previous staff approval from January 2022 is included.

New Hire:

3. Request and Recommendation for Board of Education Approval of the 21st Century Community Learning Center (21st CCLC) funding for the following staff for the 2022-2023 school year.

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

Staff	Funding Source	Salary
Tara Allen	21st CCLC Grant	\$45.00 sub site coordinator hourly
Jennifer Denby	21st CCLC Grant	\$38.00 instructor hourly
Christie Nelson	21st CCLC Grant	\$38.00 instructor hourly

4. Request and Recommendation for Board of Education Approval for the Employment of BRIDGE Program Staff.

It is requested by the Superintendent that the Board of Education approve the employment of BRIDGE Program Staff.

Name	Position	Pay Rate
Joel Norton	Welding Instructor	\$42/hour

5. Request and Recommendation for Board of Education Approval of the Request for Girls Volleyball Assistant Coach Stipend for Bryan Riley.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

It is recommended by the Superintendent that the Board of Education approve the request for Girls Volleyball Assistant Coach stipend position for Bryan Riley effective September 1, 2022.

6. Request and Recommendation for Board of Education Approval of the Employment of Brett Bush as Building Based Substitute Teacher.

It is recommended by the Superintendent that the Board of Education approve Brett Bush Building Based Substitute Teacher at the CTHS at a rate of \$125/Day effective September 1, 2022.

7. Request and Recommendation for Board of Education Approval of the Employment of Erin Johnson as Part Time Building Based Substitute Teacher.

It is recommended by the Superintendent that the Board of Education approve Erin Johnson Part Time Building Based Substitute Teacher at the CTHS at a rate of \$125/Day effective September 1, 2022. Ms. Erin Johnson will not begin without proper certification.

8. Request and Recommendation for Board of Education Approval of the Employment of Lauren Aitken as the CTHS Child Care and Early Childhood Education Instructor.

It is recommended by the Superintendent that the Board of Education approve Lauren Aitken as the CTHS Child Care and Early Childhood Education Instructor effective September 1, 2022 at the rate of \$60,049 (MA Step 6). Mrs. Aitken is currently anticipated to receive her Teacher of Human Development and Child Care Services (4141) certification from the NJDOE, which the District will expedite in collaboration with the County Office. Mrs. Aitken will not begin without proper certification.

9. Request and Recommendation for Board of Education Approval of the Employment of Eric Krise as the CTHS Electrical Technology Instructor.

It is recommended by the Superintendent that the Board of Education approve Eric Krise as the CTHS Electrical Technology Instructor effective September 1, 2022 at the rate of \$64,955 (BA Step 12-13). Mr. Krise is currently anticipated to receive his Teacher of Electrical Trades (2523) certification from the NJDOE, which the District will expedite in collaboration with the County Office. Mr. Krise will not begin without proper certification.

10. Request and Recommendation for Board of Education Approval of the Employment of Frank Fisher as the CTHS HVAC Instructor.

It is recommended by the Superintendent that the Board of Education approve Frank Fisher as the CTHS HVAC Instructor effective September 1, 2022 at the rate of \$61,349 (BA Step 9). Mr. Fisher is currently anticipated to receive his Teacher of HVACR (2517) certification from the NJDOE, which the District will expedite in collaboration with the County Office. Mr. Fisher will not begin without proper certification.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

11. Request and Recommendation for Board of Education Approval of the Employment of Mitchell Layton as the CTHS Construction Technology Instructor.

It is recommended by the Superintendent that the Board of Education approve Mitchell Layton as the CTHS Construction Technology Instructor effective September 1, 2022 at the rate of \$61,349 (BA Step 9). Mr. Layton is currently anticipated to receive his Teacher of Construction Technology (4188) or Carpentry (2522) certification from the NJDOE, which the District will expedite in collaboration with the County Office. Mr. Layton will not begin without proper certification.

Resignations:

12. Request and Recommendation for Board of Education Approval to Accept the Resignation of Nicholas Keefe.

It is recommended by the Superintendent that the Board of Education accept the resignation of Nicholas Keefe, Teacher of Welding at the Career and Technical High School effective June 30, 2022.

Action: Approved_____ Disapproved _____Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

PROFESSIONAL DEVELOPMENT:

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

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

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
Lash Extension Course Rizzieri Aveda School 8200 Town Center Blvd. Voorhees, NJ 08043 September 18, 2022	Anna DiPietro	\$750.00 Registration	\$750 ESEA Title II

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

2022 NJPSA/FEA/NJASCD Conference - Honoring Courageous Leadership Borgata Hotel & Resort, Atlantic City, NJ October 13-14, 2022	Maria Alleva	\$345 registration \$65 mileage (est) \$40 tolls/parking (est)	\$450 ESEA Title II
--	--------------	---	----------------------------

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

PROGRAMS:

1. Request and Recommendation for Board of Education Approval to Utilize Option ii Graduation Standards to Offer the Transcription of Applied Technical Math or Applied Technical Science of Financial Literacy Credits for Shared Time Students Enrolled at the Career and Technical High School for the 2022-2023 School Year.

It is recommended by the Superintendent that the Board of Education approve to utilize Option ii Graduation Standards to offer the transcription of Applied Technical Math or Applied Technical Science or Financial Literacy credits for shared time students enrolled in career and technical classes. The transcription is given for 2.5 credits per school year based on New Jersey Core Content Curriculum Standards embedded in the curriculum for the career and technical classes. These credits must be approved and accepted by the sending school principal for the student to count them towards fulfilling graduation requirements.

2. Request and Recommendation for Board of Education Approval to accept the following FY2023 Grants.

- Perkins Secondary in the amount of \$110,095 for the budget period from July 1, 2022 to June 30, 2023
- IDEA - Basic in the amount of \$160,922 for the budget period from July 1, 2022 to June 30, 2023
- Nita M. Lowey 21st CCLC in the amount of \$500,000 for the budget period from September 1, 2022 to August 31, 2023

3. Request and Recommendation for Board of Education Approval to Continue the BRIDGE Program.

It is recommended by the Superintendent that the Board of Education approve the continuation of the BRIDGE program. Staff will meet with BRIDGE participants in person. Staff are required to submit timesheets. BRIDGE staff were previously approved at the January 25, 2022 Board of Education meeting.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

All staff and supply costs are covered by a grant. Costs to the District are in kind for facilities and custodians.

4. Request and Recommendation for Board of Education Approval of Contract with the County of Salem to Provide Shared Services.

It is recommended that the Board of Education approve a shared service agreement with the County of Salem for Adult Basic Skills Training to be provided by Salem County Vocational Technical School at the Salem County Correctional Facility effective July 1, 2022 through June 20 2025 at a cost not to exceed \$21,525.00 per year.

5. Request and Recommendation to Establish a Real Estate Professional Assistant Course and Certificate Program Under Our Already Existing Partnership with Elite Real Estate Academy.

It is recommended by the Superintendent that the Board of Education approve the establishment of a Real Estate Professional Assistant Course and Certificate Program with the Elite Advantage Real Estate Academy and the Salem County Vocational Technical Schools Adult Education Program. The partnership will provide students an opportunity to earn a certificate and entry level employment experience in the real estate industry. There is no cost for this partnership.

6. Request and Recommendation for Board of Education Approval of the SCVTS Adult Education Program to Offer the Real Estate Professional Assistant Course and Certificate Program during the 2022-2023 School Year.

It is recommended by the Superintendent that the Board of Education approve the 14 hour certificate program in partnership with Elite Real Estate Academy at a cost of \$99. Courses will be offered to the post secondary population and high school students.

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

It is recommended by the Superintendent that the Board of Education approve a program agreement with Appel Farm Arts & Music Center and the SCVTS 21st CCLC Salem County Achievers program hosted at the Penns Grove Carneys Point Regional School District. The program will provide students with a general exploration of one of the performing arts, which will allow them to engage in the process of discovery and creation. The program will run for a total of 11 hours at the PW Carleton, and 5 hours at Penns Grove Middle School starting December 1, 2022 and ending May 1, 2023. The total cost of the program is \$2,600.00, which is fully funded through the 21st CCLC grant for the 2022-2023 school year.

8. Request and recommendation for Board of Education Approval to Continue Evaluation Services for the 21st Century Community Learning Centers Program Grant for the 2022-2023 school year with Linchpin Solutions.

It is recommended by the Business Administrator that the Board of Education approve Linchpin Solutions to provide evaluation services at the agreed upon

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

contracted annual rate of \$17,000 to include data collection, monthly reports, and compiling mid-year, as well as end of the year reports for 2022-2023 School Year to be paid from 21st CCLC grant funds. The Contract is effective September 1, 2022 through August 31, 2023.

9. Request and Recommendation for Board of Education Approval of All Existing Articulation Agreements with SCVTS.

It is recommended by the Superintendent that the Board of Education approve all articulation agreements annually unless other approvals are needed per the guidelines of the agreements.

10. Request and Recommendation for Board of Education Approval of the Workforce Innovation and Opportunity Act Provider Agreement between the County of Gloucester and the Salem County Vocational Technical Schools from July 1, 2021 to June 30, 2023.

It is requested that the Board of Education approve the Workforce Innovation and Opportunity Act Provider Agreement between the County of Gloucester and the Salem County Vocational Technical Schools from July 1, 2021 to June 30, 2023. This agreement allows SCVTS to be a NJ State Training Provider for residents of Gloucester County.

11. Request and Recommendation for Board of Education Approval of the Second Reading and Approval to Purchase for the Following Textbooks at the Career and Technical High School for the 2022 – 2023 School Year.

It is recommended by the Superintendent that the Board of Education grant approval of the second reading and approval to purchase the Biology, 11e textbook (ISBN: 978-1-337-39293-8) and Milady Standard Cosmetology with Standard Foundations textbook, 14e, (ISBN: 978-0-357-37890-8), for use at the Career and Technical High School for the 2022 - 2023 school year. A readability study has been completed and reviewed in accordance with the Affirmative Action Policy.

12. Request and Recommendation for Board of Education Approval of the School District Safety and Health Plan for Career and Technical Education Programs as Required for Perkins Funds for the 2022-2023 School Year.

It is recommended by the Superintendent that the Board of Education approve the School District Safety and Health Plan for Career and Technical Education programs as required for Perkins funds. This plan outlines the safety and health program the district utilizes to protect students and staff from safety and health risks on and off-site for our hazardous occupation Career and Technical Education programs.

13. Request and Recommendation by the Superintendent that the Board of Education approve the 2022-2023 Professional Development Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.

It is recommended by the Superintendent that the Board of Education approve the 2022-2023 Professional Development Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

Mandatory professional development requirements for particular groups of educators are specified in New Jersey statute and regulation. The Plan has been developed in accordance with these statutes and regulations.

- 14. Request and Recommendation for Board of Education Approval of the 2022-2023 District Mentoring Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.**
It is recommended by the Superintendent that the Board of Education approve the 2022-2023 District Mentoring Plan. The plan has been developed in accordance with all mentoring program regulations for novice teachers (those new to the profession and serving under a provisional certificate) and experienced teachers new to a district as specified in N.J.A.C. 6A:9:8.4. Individual 1-1 mentoring is required for novice teachers. In addition, all non-tenured first-year teachers must receive individualized support developed collaboratively with the supervisor and aligned with state standards and school/district expectations for teacher effectiveness.
- 15. Request and Recommendation for Board of Education Approval to Utilize the Achieve NJ Danielson Tool for Staff Evaluations for the 2022-2023 School Year.**
It is recommended by the Superintendent that the Board of Education approve the Achieve NJ Danielson/MPPR Tool to be used for staff evaluations for the 2022-2023 school year in accordance with Policy 3222.
- 16. Request and Recommendation for Board of Education Approval of all SCVTS and Academy Educational Curriculum for the 2022-2023 School Year.**
It is recommended by the Superintendent that the Board of Education approve all SCVTS and Academy educational curriculum for the 2022-2023 school year. All curriculum is available for inspection in the Curriculum Office.
- 17. Request and Recommendation for Board of Education Approval of Work Based Learning Experiences (Formerly SLE) for the 2022-2023 School Year.**
It is recommended by the Superintendent that the Board of Education approve Work Based Learning Experiences for qualifying high school students who elect to participate in such experiences. These may include but are not limited to apprenticeships, internships, job shadowing, cooperative education, school-based enterprises, volunteer activities, or supervised agricultural experiences. Students may be issued course credits based on their Approved Student Personalized Training Plan and successful completion of course goals. All Learning Experiences will be under the direction of an appropriately certified staff member and must adhere to applicable state and federal child labor laws and other rules of the State Departments of Education and Labor.
- 18. Request and Recommendation by the Business Administrator for the Board of Education to Approve the Disposal of the Following Item that is of No Further Use or Value.**

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

It is requested by the Business Administrator that the Board of Education approve the disposal items and technology disposal of items that are no longer operational and of no use or value to the district programs.

Item	ID Number	Value
Thermal Transfer Press Model MCL, Serial 17786, 1750 watts, 120 volts	2334, 05287	\$0
Thermal Transfer Press Model MPC, Serial 14526	3305, 05386	\$0
Sharp Overhead Projector Serial 040414127, Model AN-XGCM55	06360	\$0
GBC Image Maker 2000 Serial AD02048 Model IM2000	08429	\$0
GBC CombBind C75 Serial UJ15009H Model C-75 (New in Box)		\$0
Clark Floor Maintainer Model 1500	2515	\$0
Scaffolding 6' (4 pieces) 5' (4 pieces) 4.5' (12 pieces) Cross Members (20 pieces) 4' Cross members (4 pieces) Round cross member (8 pieces) Aluminum Scaffolding poles (5 pieces) 4' half length single cross members (9 pieces)		\$0

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

19. Request and Recommendation for Board of Education Approval of Curriculum In Action Experiences for the Salem County Vocational Technical and Special Services School Districts.

It is recommended by the Superintendent that the Board of Education approve the curriculum in action field trips for the Salem County Vocational Technical and Special Services Schools Districts. All approvals are subject to CDC guidelines.

20. Request and Recommendation for Board of Education Approval for Facilities for the Salem County Vocational Technical and Special Services School Districts.

It is recommended by the Superintendent that the Board of Education approve the use of the facilities for the attached events at Salem County Vocational Technical and Special Services Schools Districts. Experiences for approval are listed in the chart attached.

21. Request and Recommendation for Board of Education Approval of fundraising activities for the Career and Technical High School for the 2022-2023 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. All approvals are subject to CDC guidelines.

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY	Cost
A.	Class of 2026	Pitman Donut Sale Cost: \$2.00 each	Every Wednesday in October 2022, February 2023 and May 2023	
B.	Class of 2026	Fall SCVTS Spirit Apparel Sale Cost: Range from \$15.00 to \$40.00 a piece	September 18, 2022 thru September 30, 2022	
C.	FFA and Girls Volleyball	ABC Discount/Booster Card Cost: \$10.00 each	September 1, 2022 til they sell out	
D.	Class of 2023	Water Ice Sale Cost: \$2.00 a cup	Fridays in September 2022, May 2023 and	

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

- P 1648.14 Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (Abolished)**
- P 1648.15 Recordkeeping for Healthcare Settings in School Buildings – COVID-19 (M) (New)**
- P 2416.01 Postnatal Accommodations for Students (New)**
- P 2417 Student Intervention and Referral Services (M) (Revised)**
- P 3161 Examination for Cause (Revised)**
- P 4161 Examination for Cause (Revised)**
- P 5512 Harassment, Intimidation, and Bullying (M) (Revised)**
- P & R 7410 Maintenance and Repair (M) (Revised)**
- R 7410.01 Facilities Maintenance, Repair Scheduling, and Accounting (M) (Revised)**
- P 8420 Emergency and Crisis Situations (M) (Revised)**
- P & R 9320 Cooperation with Law Enforcement Agencies (M) (Revised)**

B. Special Education/Receiving Schools NJDOE Monitoring Policy and Regulation Guide Updates

The Policy Guide and corresponding Regulation Guides listed below are mandated for Approved Private Schools for Students with Disabilities, Educational Services Commissions, Jointure Commissions, Regional Day Schools, and County Special Services School Districts.

- P 2461 Special Education/Receiving Schools (M) (Revised)**
- R 2461.06 Special Education/Receiving Schools – Appropriately Certified and Licensed Staff (M) (Revised)**
- R 2461.09 Special Education/Receiving Schools – Statewide and District-Wide Assessment Programs (M) (Revised)**
- R 2461.10 Special Education/Receiving Schools – Full Educational Opportunity (M) (Revised)**

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

It is recommended by the Superintendent that the Board of Education approve a NJ State Pension waiver salary increase. The NJ State Pension waiver salary increase would be for eligible state employees who retire after full service to the state and are collecting a state pension but ineligible to be entered into the pension system upon return to full time employment. It is requested that the salary increase amount be set to \$3500 upon entry into the district. Those employees who are currently employed would be eligible for the salary increase beginning 9/1/2022.

4. Request and Recommendation of the Superintendent for Board of Education Approval of A Salary Increase for James Helder

It is recommended by the Superintendent that the Board of Education approve a salary increase for James Helder in the amount of \$5,000 for the additional duties of overseeing the Upper Pittsgrove program. This was approved previously for Jane Whittinghill.

New Hire:

5. Request and Recommendation for Board of Education Approval for the Employment of Gianna Rodriguez

It is requested by the Superintendent that the Board of Education approve the employment of Gianna Rodriguez as a Substitute Speech Therapist for Related Services at the salary of \$85.00 per day for twenty (20) days, after twenty (20) days salary becomes MA+30, Step 1 - \$62,257 effective September 1, 2022. Ms. Rodriguez is currently anticipated to receive her Speech Language Specialist (3462) certification from the NJDOE, which the District will expedite in collaboration with the County Office. Ms. Rodriguez will not begin without proper certification.

6. Request and Recommendation for Board of Education Approval for the Employment of Christine Longo

It is requested by the Superintendent that the Board of Education approve the employment of Christine Longo as a Floating Nurse for Cumberland Campus at the salary of BA, Step 3 - \$58,027 effective September 1, 2022.

7. Request and Recommendation for Board of Education Approval for the Employment of Amanda Nichols

It is requested by the Superintendent that the Board of Education approve the employment of Amanda Nichols as a MD Teacher for Cumberland Campus at the salary of BA, Step 1 - \$57,427 effective September 1, 2022.

8. Request and Recommendation for Board of Education Approval for the Employment of Charnyse Rodriguez

It is requested by the Superintendent that the Board of Education approve the employment of Charnyse Rodriguez as a 1-1 Paraprofessional for Cumberland Campus at the salary of Step 1 -\$19,123 effective September 1, 2022.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

9. Request and Recommendation for Board of Education Approval for the Employment of Alfonzo Dowe Jr.

It is requested by the Superintendent that the Board of Education approve the employment of Alfonzo Dowe Jr. as a 1-1 Paraprofessional for Cumberland Campus at the salary of Step 5- \$20,030 effective September 1, 2022.

10. Request and Recommendation for Board of Education Approval for the Employment of Early Intervention Staff

It is requested by the Superintendent that the Board of Education approve the employment of Early Intervention Program Staff:

Name	Position	Start Date	Salary
Kathleen Clancy	PT EIP	09/01/2022	\$75/Hour
Jillian Garren	EIP Teacher	09/01/2022	\$50/Hour
Jamie Vitagliano	EIP Teacher	09/01/2022	\$50/Hour
Heather Wilkie	EIP Teacher	09/01/2022	\$50/Hour
Amanda Fisher	OT EIP	09/01/2022	\$75/Hour
Aimee Widner	PT EIP	09/01/2022	\$75/Hour
Bryanna DeFazio	OT EIP	09/01/2022	\$75/Hour

Transfer:

11. Request and Recommendation of the Superintendent for Board of Education Approval of the following Staff

It is requested by the Superintendent that the Board of Education approve the transfer of the following staff:

Name	From	To	Date	Salary
Bridget Cerone	Daretown PE/Health Teacher	Salem PE/Health Teacher	9/1/22	No Change
Donald McGowan	Salem PE/Health Teacher	Daretown PE/Health Teacher	9/1/22	No Change
Kurt Pillis	Substitute Paraprofessional-Cumberland	MD Teacher-Cumberland	9/1/22	\$85/Day to \$57,427
Samantha Richardson	Paraprofessional-Salem	MD Teacher-Salem	9/1/22	\$24,033 to \$57,427

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

12. Request and Recommendation for Board of Education Approval for the Employment of Early Intervention Staff

It is requested by the Superintendent that the Board of Education approve the revised rates of Early Intervention Program Staff due to a cost of living increase from the NJDOH.

FMLA/NJFLA:

13. FMLA/NJFLA of Julie Bilinski.

It is requested by the Superintendent that the Board of Education approve the FMLA of Julie Bilinski, MD Teacher at Salem Campus, beginning on or about October 20, 2022 until on or about December 22, 2022. Additionally, it is requested that the Board of Education approve the NJFLA beginning on or about January 3, 2023 until on or about March 10, 2023.

14. FMLA/NJFLA of Staci Workman.

It is requested by the Superintendent that the Board of Education approve the FMLA of Staci Workman 1-1 MD Paraprofessional at Cumberland Campus, beginning on or about October 13, 2022 until on or about November 24, 2022.

Resignations:

15. Request and Recommendation for Board of Education Approval to Accept the Resignation of Nicholas Brozina.

It is recommended by the Superintendent that the Board of Education accept the resignation of Nicholas Brozina, ID Teacher at Cumberland Campus effective August 2, 2022.

16. Request and Recommendation for Board of Education Approval to Accept the Resignation of Lindsay Quinn.

It is recommended by the Superintendent that the Board of Education accept the resignation of Lindsay Quinn, MD Teacher at Salem Campus effective August 18, 2022.

17. Request and Recommendation for Board of Education Approval to Accept the Resignation of Michelle Moore.

It is recommended by the Superintendent that the Board of Education accept the resignation of Michelle Moore, Math Teacher at Daretown effective August 26, 2022.

18. Request and Recommendation for Board of Education Approval to Accept the Resignation of Tracy Bayes.

It is recommended by the Superintendent that the Board of Education accept the resignation of Tracy Bayes, ASD Teacher at Upper Pittsgrove at Salem Campus effective August 29, 2022.

19. Request and Recommendation for Board of Education Approval to Accept the Resignation of Kathryn Lashbrook.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

4. **It is recommended by the Superintendent by the Superintendent that the Board of Education approve the 2022-2023 Professional Development Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.**

It is recommended by the Superintendent that the Board of Education approve the 2022-2023 Professional Development Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts. Mandatory professional development requirements for particular groups of educators are specified in New Jersey statute and regulation. The Plan has been developed in accordance with these statutes and regulations.

5. **Request and Recommendation for Board of Education Approval of the 2022-2023 District Mentoring Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.**

It is recommended by the Superintendent that the Board of Education approve the 2022-2023 District Mentoring Plan. The plan has been developed in accordance with all mentoring program regulations for novice teachers (those new to the profession and serving under a provisional certificate) and experienced teachers new to a district as specified in N.J.A.C. 6A:9:8.4. Individual 1-1 mentoring is required for novice teachers. In addition, all non-tenured first-year teachers must receive individualized support developed collaboratively with the supervisor and aligned with state standards and school/district expectations for teacher effectiveness.

6. **Request and Recommendation for Board of Education Approval of Curriculum In Action Experiences for the Salem County Vocational Technical and Special Services School Districts.**

It is recommended by the Superintendent that the Board of Education approve the curriculum in action field trips for the Salem County Vocational Technical and Special Services Schools Districts. All approvals are subject to CDC guidelines.

7. **Request and Recommendation for Board of Education Approval for Facilities for the Salem County Vocational Technical and Special Services School Districts.**

It is recommended by the Superintendent that the Board of Education approve the use of the facilities for the attached events at Salem County Vocational Technical and Special Services Schools Districts. Experiences for approval are listed in the chart attached.

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

General Policy and Regulation Guides

- P 1648.14 Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (Abolished)**
- P 1648.15 Recordkeeping for Healthcare Settings in School Buildings – COVID-19 (M) (New)P 2416.01 Postnatal Accommodations for Students (New)**
- P 2417 Student Intervention and Referral Services (M) (Revised)**
- P 3161 Examination for Cause (Revised)**
- P 4161 Examination for Cause (Revised)**
- P 5512 Harassment, Intimidation, and Bullying (M) (Revised)**
- P & R 7410 Maintenance and Repair (M) (Revised)**
- R 7410.01 Facilities Maintenance, Repair Scheduling, and Accounting (M) (Revised)**
- P 8420 Emergency and Crisis Situations (M) (Revised)**
- P & R 9320 Cooperation with Law Enforcement Agencies (M) (Revised)**

B. Special Education/Receiving Schools NJDOE Monitoring Policy and Regulation Guide Updates

The Policy Guide and corresponding Regulation Guides listed below are mandated for Approved Private Schools for Students with Disabilities, Educational Services Commissions, Jointure Commissions, Regional Day Schools, and County Special Services School Districts.

- P 2461 Special Education/Receiving Schools (M) (Revised)**
- R 2461.06 Special Education/Receiving Schools – Appropriately Certified and Licensed Staff (M) (Revised)**
- R 2461.09 Special Education/Receiving Schools – Statewide and District-Wide Assessment Programs (M) (Revised)**

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – AUGUST 23, 2022**

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

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

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

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

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

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

4. Matters concerning negotiations, and specifically:

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

6. Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically:

7. Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:

8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of 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.

