

**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, September 24, 2013 at 7:00 p.m.

PUBLIC 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 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 and 880 Route 45, Woodstown.

III. ROLL CALL

Ms. Mary Cummings	_____	Mr. David Moffett	_____
Mr. James Davis	_____	Mr. Earl Ransome	_____
Mr. Linwood Donelson III	_____	Ms. Nicole Stemberger	_____
Dr. Richard Stepura	_____		

IV. MINUTES

It is recommended that the Board of Education approve the Minutes of the August 13, 2013 Special Board of Education Meeting and the Minutes and Executive Minutes of the August 27, 2013 Regular Board of Education Meeting.

V. BOARD OF EDUCATION BUSINESS

1. Old Business

A. Addendum Wording to the 2013-2014 District Nursing Protocols

It is recommended that the Board of Education approve the following addendum wording to the 2013-2014 district nursing protocols which were approved at the August 27, 2013 board meeting:

“Immunization (vaccine) and Mantoux (Tuberculosis or “TB”) administration will not be performed by any nurse employed by SCSSSD/SCVTS, regardless of the site of the nursing service. This includes all campuses and satellite or non-public sites. SCSSSD/SCVTS nurses may continue to assess the results of Mantoux (TB) testing.”

B. SCVTS Expansion

2. New Business

- Annual NJSBA Workshop – October 22-24, 2013 at Atlantic City Convention Center (Registration deadline is October 9th)
- PARCC field test at SCVTS
- Woodstown Rotary Meeting on September 19, 2013

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA –SEPTEMBER 24, 2013**

3. Presentations

- Food Corp/SCVTS Partnership – Jason Helder and Mary Cummings

4. Correspondence - None

5. HIB Report (May Be Appropriate for Closed Session)

- Review and Approval

MONTHLY HIB REPORT

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

VI. ADDENDA

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

A. Warrants

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

- Bills paid in July 2013

B. Contract with ARAMARK for the Rental of Custodial Supplies

It is recommended that the Board of Education grant approval to award a contract with ARAMARK Uniform Services of Cherry Hill, New Jersey, for the rental of mops, floor mats, and dust mops for the period between October 1, 2013 and September 30, 2014 for an annual fee not to exceed \$5,100.00 which includes a \$20.00 service charge per invoice.

Rental of Floor Mats (Estimated Quantity Per Month)

Quantity	Size	Per Mat	Location
16 Mats	3 x 10	\$9.75	CTHS
14 Mats	4 x 6	\$8.25	CTHS

Rental of Dust Mops (Estimated Quantity Per Month)

12 (24" Dust Mops)	\$1.80 per mop
--------------------	----------------

Rental of Dust Mops (Estimated Quantity Per Month)

4 (60" Dust Mops)	\$2.70 per mop
-------------------	----------------

Wet Mops (Estimated Quantity Per Month)

16 Wet Mops	\$3.00 per mop
-------------	----------------

TOTAL ANNUAL FEE (NOT TO EXCEED): \$5,100.00

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA –SEPTEMBER 24, 2013**

A. Warrants

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

- Bills paid in July 2013 and August 2013

B. Accept Rural Education Achievement Program (REAP) Grant

It is recommended that the Board of Education grant approval to accept a \$23,693 Rural Education Achievement Program (REAP) Grant for the 2013-2014 school year.

C. Contract with Handle with Care

It is recommended that the Board of Education grant approval to contract with Handle with Care to provide training to seven (7) staff members on October 9, 10 & 11, 2013 at the cost of \$4,935. Handle with Care will be utilized as an alternative to the CPI (Crisis Prevention Intervention) training that the district currently utilizes. The training program will run through the ETTC and BCASE (Bay Counties Administrators of Special Education).

D. Revised Lease Agreement (#2) John B. Campbell Family & Fitness Center

It is recommended that the Board of Education approve a revised lease agreement with the John B. Campbell Family & Fitness Center which houses the SCSSSD's Alternative High School and Middle School programs. The revised agreement includes additional space which is necessary due to increased enrollment in the programs, and is for the addition of 1189 square feet (effective 9/1/13) which is being used as a science classroom. The total cost of the space for the period September 1, 2013 through July 31, 2014 is \$22,055.95.

E. Business Services Agreement with Deerfield Township Board of Education-Revised

It is recommended that the Board of Education approve the revised Business Services Agreement with Deerfield Township Board of Education to add the month of October 2013 in which services will be provided to Deerfield at a cost of \$5,950. The agreement will terminate on October 31, 2013.

IX. SCSSSD & SCVTSD BUSINESS ITEMS -

A. Week of Respect and School Violence & Vandalism Awareness Week

It is recommended that the Board of Education grant approval to declare the week of October 7th through October 11, 2013 as the Week of Respect, in accordance with the Anti-Bullying Bill of Rights Act (P.L. 2010, c.122) and October 21st through October 25, 2013 as School Violence & Vandalism Awareness Week, in accordance with the requirements of title 18A:36-5.1.

B. Cell Phone Allowances

It is recommended that the Board of Education approve the following cell phone allowances for SCVTS and SCSSSD staff for the 2013-2014 school year effective July 1, 2013 through June 30, 2014:

<u>SCVTS</u>		<u>SCSSSD</u>	
Christopher Harris	\$600.00 Annual	James D'Amato	\$600.00 Annual
Jason Helder	\$600.00 Annual	Kathleen McCarthy	\$600.00 Annual
Frank Maurer	\$600.00 Annual	Lindsay Reed	\$600.00 Annual
		Harry Rodriguez	\$600.00 Annual
		Todd Slimm	\$600.00 Annual
		E. Jane Whittinghill	\$600.00 Annual

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA –SEPTEMBER 24, 2013**

C. Systems 3000 – Five Year Software License Agreement

It is recommended that the Board of Education approve agreements between SCVTS and Systems 3000 Inc. and SCSSSD and Systems 3000 Inc., for a period of five years effective July 1, 2013 through June 30, 2018. This five year agreement guarantees that the districts' license fees will increase at a rate of 2% each year.

X. AUDIENCE PARTICIPATION I / RECOGNITION OF FREEHOLDER LIAISON

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 the public portion of the meeting. Complaints stated, or actions requested by the public, will be taken under later time/date. 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.

**XI. SUPERINTENDENT'S REPORT
VOCATIONAL TECHNICAL SCHOOL DISTRICT**

Personnel:

1. It is recommended that the Board of Education grant approval for Josh Quinonis, a student at Drexel University studying nutrition, to shadow the district food service director one day per week, pending the completion of the criminal history review process and medical physical form.

2. It is recommended that the Board of Education approve the addition of the following individuals to the substitute teacher list for the 2013-2014 school year.

Marilyn D'Auria
Valerie Spence-Lacy
John Srymanske

3. It is recommended that the Board of Education approve the employment of Linda (Dee) Compton as a substitute food service aide for the 2013-14 school year, on an as needed basis, \$9.00 per hour, no benefits. Time sheets are required.

4. It is recommended that the Board of Education accept the resignation of the following Adult Education program staff.

Edward Ewing, PT ABE/GED instructor for the Adult Programs, effective
September 9, 2013.

5. It is recommended that the Board of Education eliminate the position of a counselor for the WIA In-School and Out-of-School program operated under the SBYSP grant, effective November 10, 2013, due to insufficient funding under the grant to warrant the continuation of the position.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA –SEPTEMBER 24, 2013**

6. It is recommended that the Board of Education approve the employment of the following CTHS instructors as detention monitors for the 2013-2014 school year.

Alfred Roeske – a.m. detention monitor - \$600.00

Elizabeth Bernat-Duaime – p.m. detention monitor - \$400.00

7. It is recommended that the Board of Education approve a paid FMLA for Melanie Jones effective on or about October 18, 2013 with an anticipated return to work date on or about January 21, 2014. Ms. Jones will be utilizing her accumulated sick/personal days concurrently with her FMLA leave.

8. It is recommended that the Board of Education grant approval for Christine Bobb, a Wilmington University student, to complete her student counseling placement during the second semester of the school year at the CTHS from January 2014 through May 2014.

9. It is recommended that the Board of Education approve Carly Chaapel, Brian Quilty and Michaela Caton, the Food Corp Service members, as volunteers at the Career and Technical High School. The Food Corp Service members will be working with students and teachers through the course of the school year. All three individuals have had New Jersey criminal history and background checks completed.

10. It is recommended that the Board of Education grant approval to employ the following food service/culinary arts work study students, on an as needed basis, for the 2013-2014 special meal functions at a rate of \$7.50 per hour.

Lexy Sparks
Savannah Campbell
Jaci Krwawer

Miranda Giovanetti
Bryanna Carpio
Taylor Gerhard

11. It is recommended that the Board of Education grant approval for the HOSA students to volunteer at the Salem County Pumpkin Carve on September 28, 2013 as part of a community service project.

Professional Development:

12. It is recommended that the Board of Education approve the following professional development activities and costs associated with the activities.

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total Cost
Art Educators of NJ conference at the Hyatt in New Brunswick, NJ – October 4, 2013	Kim Bunting	116 miles @ \$.31=\$36.00	\$36.00
2013 County In-Service Cooper in Schools Nurses Workshop, Cooper Hospital, Camden, NJ, October 11, 2013	Rebecca Dorrell	\$18.60 mileage	\$18.60
2013 County In-Service Counselors Meeting, October 11, 2013	Melanie Jones, Katherine Belutty, Lacey DeBellis	\$35.00 each-registration	\$105.00
Adolescent Health Conf at	Jami Munyan	\$50.00 each	\$100.00

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA –SEPTEMBER 24, 2013**

Daretown School- October 11, 2013	Lisa Hartsough		
HOSA Advisor Meeting, October 7, 2013	Lisa Hartsough	None	None
Presenting Data & Information workshop, Philadelphia, PA – October 8, 2013 (registration prepaid by Ms. Cerqueira due to registration deadline.)	Nicole Cerqueira	\$200.00 + \$15.60 mileage and tolls	\$215.60
DYFYS Regulation and Compliance workshop – October 10, 2013 at the EIRC in Sewell, NJ	Tracy Westog Stephanie Petronglo	\$8.37 mileage	\$8.37

Programs:

13. It is recommended that the Board of Education grant approval to apply for the Salem County Clean Communities Clean-Up grant, sponsored by the Salem County Improvement Authority, in the amount of \$300. If awarded the grant, the funds would be utilized towards the CTHS school garden projects. The grant application will be written and submitted by the CTHS principal.

14. It is recommended that the Board of Education grant approval to apply for the Whole Kids grant, sponsored by Whole Foods Market, in the amount of \$2,000. If awarded the grant, the funds would be utilized towards the CTHS school garden projects. The grant application will be written and submitted by the CTHS principal.

15. It is recommended that the Board of Education approve CTHS instructor, Nicole Stamm, to serve as a mentor for Travis Davis, Bruce Hummer and Nicole Kopp. Mr. Davis, Mr. Hummer and Ms. Kopp will be enrolled in the Provisional Teacher Program alternate route and as part of the program they must be assigned a mentor.

16. It is recommended that the Board of Education grant approval for the English Department to update the choices of supplemental novel.

Grade	Title	Author
11	<i>Catching Fire</i>	Suzanne Collins

17. It is recommended that the Board of Education grant approval for the CTHS to accept the donation of a 1988 Mazda RX7 automobile with an estimated value of \$2,000 per the Kelly Blue Book. The truck was donated by Christopher Kirk, the parent of a former graduate of SCVTS.

18. It is recommended that the Board of Education grant approval to reimburse Dawn Patrick, a CTHS teacher, \$75.00 for registration costs associated with a professional development workshop held over the summer at Valley Forge National Park from July 8-11, 2013 (Account #11-140-100-580-101-02).

19. It is recommended that the Board of Education approve the CTHS HOSA club to conduct two blood drives at the Career and Technical High School, which will be coordinated by the Community Blood Council of NJ, Inc. Once approved by the Board, the HOSA club advisor and CTHS administration will coordinate a date for the blood drive in the fall and spring. If the blood drive collects 50+ units of blood, the HOSA club will receive a minimum \$500.00 donation, with a maximum donation in the amount of \$1,000.00 if 100+ units of blood are collected.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA –SEPTEMBER 24, 2013**

20. It is recommended that the Board of Education grant approval for the National Technical Honor Society students to see a show on Broadway (either *Aladdin*, *Wicked* or *Newsies*) on May 7, 2014. The trip will be paid for by the students interested in attending after fund-raising money earned has been applied to the cost of tickets and transportation. The cost of the two chaperone tickets will be paid for from the National Technical Honor Society Student Activity Account. The trip would consist of lunch in Times Square at Dallas BBQ and then the Broadway show.

District Cost:

Substitute: \$85.00

21. It is recommended that the Board of Education approve an overnight trip for twenty (20) SCVTS Culinary Arts students; one (1) Culinary Arts instructor and one (1) parent chaperone to the Culinary Arts Institute of America in Hyde Park, NY on November 5-6, 2013. The Culinary Arts Department is conducting a fund-raiser to cover the cost of the trip. Additionally, the Culinary Arts Institute of America will pay \$700.00 toward the cost of transportation. Any costs not covered by the fund-raiser will be the responsibility of the students, in addition to meals. Transportation will be provided by B. R. Williams. The estimated costs will be as follows:

District Cost:

Transportation	\$485.60 (Acct #11-000-270-512-029-02)
(2 days – estimated total)	(after \$700 contribution from CIA)
	(excludes fundraiser contribution)
Chaperone Fee (1 night):	\$ 75.00 (Acct #11-310-100-101-011-02)
Hotel Room \$120.00	\$ 240.00
(1 room for CTHS instructor/chaperone and 1 room for bus driver)	
Substitute teacher	\$85.00 per day x 2 days = \$170

22. It is recommended that the Board of Education approve the participation of eleven (11) SCVTS FFA members and one (1) chaperone to participate in the State FFA Leadership Experience and Development (LEAD) Conference at the Crowne Plaza Hotel, South Brunswick, NJ – October 11-12, 2013. Students are responsible for their registration fee and the cost of the hotel room in the amount of \$140.00. Meals are included in the cost of registration. Transportation will be provided by the SCVTS bus driver.

District Cost:

Transportation (SCVTS Driver)	\$200.00 (Acct #11-000-270-512-029-02)
Chaperone Fee (\$75 x 1 nights):	\$75.00 (Acct #11-140-100-101-103-02)
Hotel Fee/Registration Advisor	\$ 140.00

23. It is recommended that the Board of Education approve the participation of the Career and Technical High School full-time senior students in a senior curriculum in action experience to Orlando, Florida to visit Disney and Universal Studios. The proposed senior class experience is scheduled from Monday, April 7, 2014 to Friday, April 11, 2014. Two (2) chaperones will be needed based on the number of student participants. The students will be responsible for all costs. Travel arrangements have been made through Adventure Student Travel.

Cost to Students (Based on 4 students per room) Total per student cost: \$1,375.00

Hotel: Disney All Star Resort (4 nights)

4 Day Park to Park Ticket

Meal Plan

Airfare + Baggage Fees

Universal Studios One Day Pass

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA –SEPTEMBER 24, 2013**

Cost to District

Airfare/Tour/Accommodations Package – 2 Free Land Package, Air Fare, and Motorcoach with student package

GSA Reimbursement per chaperone (2): \$252.00

24. It is recommended that the Board of Education approve the following 2013-14 curriculum in action experiences.

Curriculum in Action Experience	Attendees	Date	District Cost
College Fair hosted by Career Council, Inc. at Riverwinds Community Center, West Deptford, NJ	Thirty (30) CTHS seniors & three (3) counselors.	October 24, 2013	No cost to the district. Transportation is paid for by Career Council, Inc.
College Football Game (Temple vs. Army)	AFJROTC students	October 19, 2013	Students will pay for their tickets. Transportation costs of \$296.40 will be split between SCVTS & the Air Force at \$148.20 each.
Visit to G & G Farm Market, Logan Twp., NJ	Fifteen (15) Child Care & Early Education program students, seven (7) children from The Learning Center & three (3) instructors.	October 16, 2013	\$7.50 entrance fee will be paid for by the students. Bus \$296.40 (a/c #11-000-270-512-004-02) Substitute teacher \$85.00
Maple Grove Raceway, Mohnton, PA	Sixteen (16) Automotive Technology students and one (1) instructor.	October 4, 2013.	Bus \$444.60 (Acct # 11-000-270-512-006-02) Substitute teacher \$85.00
Activities at the Rutgers Cooperative Extension greenhouse at Washington Lake Park in Washington Twp., NJ	FFA and Introduction to Agriculture students, under the direction of Keely Weinberger.	Dates to be approved by the CTHS principal	Transportation will be provided by the SCVTS bus.

25. It is recommended that the Board of Education approve the following fund-raising activities for the Career and Technical High School student clubs. In accordance with Board of Education policy, the individual responsible for conducting the fund-raiser must submit a final report to the business office after the activity is completed.

ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
All Classes – Senior Class	Joe Corbi's Sale	October 1 – 15, 2013
All Clubs	Yard Give Refreshments	October 19, 2013

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA –SEPTEMBER 24, 2013**

All Classes – Junior Class	Halloween Dance	October 25, 2013
HOSA	Halloween Dress Day - \$1.00 to wear costume	October 31, 2013
AFJROTC	Blue Brew Coffee	November 1 – 20, 2013
NTHS	Hats Off for Cancer Day – Students will pay \$1.00 to wear a hat. New hats will also be collected to donate to children going through cancer treatments.	November 6, 2013
AFJROTC	Pie in the Eye Contest	November 12 – 27, 2013
FFA	Breakfast with Santa	December 14, 2013

Policy: - None for the month of September, 2013

Information Items

1. Principal's Reports

**SUPERINTENDENT'S REPORT
SPECIAL SERVICES SCHOOL DISTRICT**

Personnel:

1. It is recommended that the Board of Education accept with regret the resignation of the following individuals:

Melanie M. Allen, Business Administrator/Board Secretary
Daniel Bower

2. It is recommended that the Board of Education approve the employment of Malissa Butler as a speech therapist for the 2013-14 school year effective September 1, 2013 through June 30, 2014,- \$27,829.00 (60% of \$46,381.00) (Step 1-BA). Ms. Butler currently holds a Certificate of Eligibility as a Speech Language Specialist and will report directly to the Director of Related Services and Autism Programs.

3. It is recommended that the Board of Education approve the employment of the following individuals as full-time speech language specialists for the 2013-14 school year effective September 1, 2013 through June 30, 2014. These individuals will report directly to the Director of Related Services and Autism Programs.

John Del Vacchio - \$46,981.00 (Step 3-BA)
Charlene Johnson - \$46,681.00 (pro-rated) (Step 2-BA)
Heidi Mootoo - \$49,601.00 (pro-rated) (Step 1-MA)

4. It is recommended that the Board of Education approve the employment of Shamaki Mack as a full-time speech language specialist for the 2013-14 school year effective September 1, 2013 to June 30, 2014. Ms. Mack is currently employed as a speech therapist at an annual salary of \$18,552 (40% of \$46,381-Step 1-BA) and will move to \$47,991 (100%-Step 1-BA+30). Ms. Mack has provided her transcript data and it has been determined that she is eligible for this salary adjustment. Ms. Mack will report directly to the Director of Related Services and Autism Programs.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA –SEPTEMBER 24, 2013**

5. It is recommended that the Board of Education approve an adjustment on the salary guide for Stephanie Weiser, a speech therapist, from \$50,591(Step 5-BA+30 to \$52,201 (Step 5-MA) as a result of the recent completion of her masters program effective August 31, 2013. Ms. Weiser has provided her transcript data and it has been determined that she is eligible for this salary adjustment. Ms. Weiser reports directly to the Director of Related Services and Autism Programs.

6. It is recommended that the Board of Education approve the employment of Jamey Brown as a Special Education teacher at the Cumberland Campus at an annual pro-rated salary of \$46,381 (pro-rated) (Step 1-BA) effective September 25, 2013 to June 30, 2014. Ms. Brown is currently employed by SCSSSD as an IA and has recently obtained her Certificate of Eligibility as a Teacher of Students with Disabilities.

7. It is recommended that the Board of Education approve the employment of Shawn Rebman as the Director of the SCSSSD/EIP Program at an annual pro-rated salary of \$82,000 effective November 1, 2013 to June 30, 2014.

8. It is recommended that the Board of Education approve the employment of the following Instructional Assistants for the 2013-14 school year at the Cumberland and Salem Campus, effective September 25, 2013 to June 30, 2014, at the pro-rated salaries indicated, pending the completion of all pre-employment paperwork. These appointments are recommended due to additional students being accepted and to meet IEP requirements.

Robert Thomas	\$17,142 (Step 2-IA) - Cumberland
Ashley Beachum	\$17,042 (Step 1-IA) - Cumberland
Gina Pace	\$17,042 (Step 1-IA) – Cumberland
Julian Smentek	\$17,042 (Step 1-IA) – Salem Campus
Lauren Witts	\$17,042 (Step 1-IA) – Salem Campus

9. It is recommended that the Board of Education approve the employment of Erin Fisher as a long-term substitute Instructional Assistant for the 2013-14 school year at the previously approved substitute IA rate, no benefits, pending the completion of all pre-employment paperwork.

10. It is recommended that the Board of Education approve the employment of Jesenia Rodriguez as a substitute Instructional Assistant for the 2013-14 school year at the previously approved substitute IA rate, no benefits, pending the completion of all pre-employment paperwork.

11. It is recommended that the Board of Education approve a one-time, one (1) step advance on the salary guide from Step 1(\$17,042) to Step 2 (\$17,142) for the following individual IAs in accordance with the SCSSSD contract, Schedule B, Extra Payments/Extracurricular, Certificate Credit.

Kristina Kanakis	
Julie D’Attilio	Shannon Jones
Kristy Pennock	Laura Dale

12. It is recommended that the Board of Education approve Brenda Russell and Jill Reistle as Teacher-in-Charge at the Cumberland Campus in accordance with the SCSSSD contract, Schedule B, Extra Payments/Extracurricular, Extra Services Stipends. Ms. Russell and Ms. Reistle will share evenly the \$2,000 stipend.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA –SEPTEMBER 24, 2013**

13. It is recommended that the Board of Education approve Christian Miguel as a district Interpreter in accordance with the SCSSSD contract, Schedule B, Extra Payments/Extracurricular, Extra Services Stipends. Mr. Miguel will be paid a \$2,000 stipend.

14. It is recommended that the Board of Education approve Brenda Russell as the SCSSSD district wide newsletter coordinator at the previous year's stipend of \$215.00 per issue.

15. It is recommended that the Board of Education approve an unpaid FMLA leave of absence for Nicole Niblic, an IA at the Salem Campus, for the period between August 7, 2013 and October 7, 2013.

16. It is recommended that the Board of Education approve an FMLA leave for Lindsay Quinn, a teacher at the Cumberland Campus, beginning on or about October 15, 2013 with a return to work on or about December 11, 2013. Ms. Quinn will be utilizing her sick and personal time concurrently with her leave.

17. It is recommended that the Board of Education approve an unpaid FMLA leave of absence for Nicole Garcia, a non-public teacher, beginning on September 18, 2013 through December 10, 2013.

18. It is recommended that the Board of Education approve an unpaid FMLA leave of absence for Joyce Malara, Job Coach at the Cumberland Campus. Ms. Malara will need to take 1-2 days per week for a 3-6 month period.

Professional Development:

19. It is recommended that the Board of Education approve the following professional development activities and costs associated with the activities.

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total Cost
NJ First Steps Infant/Toddler Leadership Institute, Monroe Township, NJ – September 27, 2013	Shawn Rebman	\$35.00	\$35.00
Council on Academic Accreditation Site Visitor Training workshop, Emerson College, Mass-October 28-29, 2013	Jane Whittinghill	None	None
American Speech/Language & Hearing Convention, McCormick Place, Chicago, Illinois-Nov. 14-15, 2013	Jane Whittinghill	None	None
Commission for the Blind workshop, Conference Center at Mercer, West Windsor, NJ- Oct. 17, 2013	Michelle Gould	Mileage \$20.30	\$20.30
In-service at Cooper University Hospital – October 11, 2013	Jane Smith	Mileage \$14.88	\$14.88

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA –SEPTEMBER 24, 2013**

Programs:

20. It is recommended that the Board of Education approve the following additional Transitional Career Program Community Based Instruction/Structured Learning Experience job shadow sites for the 2013-14 school year.

Friendly's, 1020 N. Pearle St., Bridgeton, NJ 08302
Friendly's, 216 Cumberland Mall, Vineland, NJ 08360
Friendly's 3655 S. Delsea Dr., Vineland, NJ 08360

21. It is recommended that the Board of Education approve the following fund-raising activity for the Salem Campus. In accordance with Board of Education policy, the individual responsible for conducting the fund-raiser must submit a final report to the business office after the activity is completed.

ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
Salem Campus	TD Bank Affinity Program (for new checking accounts the school will receive \$50.00 and \$10.00 for every existing bank checking account associated with the school).	Ongoing through the school year.

22. It is recommended that the Board of Education approve the following field trips for the 2013-14 school year.

Site Location	Destination	Date	Trip Fee	Bus Fee	Total Trip Cost
Salem Campus	Wavemakers	10/3	Membership	\$ 235.40	\$ 235.40
Salem Campus	Wavemakers	10/17	Membership	\$ 294.25	\$ 294.25
Cumberland Campus	Wavemakers	10/1	Membership	\$ 802.50	\$ 802.50
Cumberland Campus	Wavemakers	10/15	Membership	\$ 802.50	\$ 802.50
Cumberland Campus	Wavemakers	10/29	Membership	\$ 802.50	\$ 802.50
Salem Campus	Scarecrow Hollow	10/18	\$245.00	\$ 294.25	\$ 539.25
Upper Pittsgrove	Scarecrow Hollow	10/18	\$168.00	\$ 235.40	\$ 403.40

Policy: None for the month of September, 2013.

Information Items

1. Principal's Reports
2. Related Services Program Report

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA –SEPTEMBER 24, 2013**

XII. RECESS INTO EXECUTIVE SESSION

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

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

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

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

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

- ☐ 3. Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically: _____
- ☐ 4. Matters concerning negotiations, and specifically:

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

- ☐ 6. Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically: _____
- ☐ 7. Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:

- ☐ 8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of 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/will not return to open session to conduct business at the conclusion of the executive session.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA –SEPTEMBER 24, 2013**

- XIII. RESUMPTION OF PUBLIC PORTION OF THE MEETING**
- XIV. AUDIENCE PARTICIPATION II**
- XV. ADJOURNMENT**