

THE BOARD OF EDUCATION FOR SPECIAL SERVICES SCHOOL DISTRICT &
VOCATIONAL TECHNICAL SCHOOL DISTRICT OF THE COUNTY OF SALEM
BOARD OF EDUCATION MINUTES – DECEMBER 20, 2011

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, December 20, 2011 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 7:00p.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 Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Today's Sunbeam, The News and at the entrances of 404 Daretown Road, Elmer, 880 Route 45, Woodstown, and 13 Ramah Rd. Bridgeton.”

CALL TO ORDER

Members Present: Ms. Patricia Bomba, Ms. Mary Cummings, Mr. James Davis, Dr. James Field, Mr. David Moffett, Mr. Earl Ransome, Ms. Nicole Stemberger, Mr. Robert Bumpus

Members Absent: None

Others Present: Loren Thomas, Superintendent; Melanie Allen, Business Administrator/Board Secretary; Judie Kernan, Superintendent's Administrative Assistant; Shay Richardson, Assistant Superintendent; Jason Helder, CTHS Principal; Todd Slimm, Alternative HS/MS Principal; James D'Amato, Principal SCSSSD Daretown School; EvaMarie Raleigh, Principal SCSSSD Cumberland Campus; Christina Battiato, CST Supervisor; Frank Maurer, Regional Day School Principal; Bonnie Baker, Marketing & Community Information Supervisor; Jane Whittinghill, Supervisor of Related Services; Brian Cummings, Alternative HS Teacher; Kim Chiodi, Director of Curriculum; Leeanna Borrie, Instructional Aide at Regional Day School; Sheryl Wooten, Instructional Aide at Regional Day School; Linda Jess Bryan, Instructional Aide SCSSSD Daretown School; Heather Leech, SCSSSD LDTC; Maryann Manzelmann, Instructional Aide at Regional Day School; and Public

Moved by Mr. Davis and seconded by Mr. Moffett that the Board of Education approve the Minutes and Executive Minutes of the November 22, 2011 Regular Board of Education Meeting.

Unanimously Approved

Old Business:

Moved by Mr. Moffett and seconded by Ms. Cummings that the Board of Education approve and adopt the policies and regulations of the Salem County Special Services School District and Vocational Technical School District. This adoption completes the process of a combined set of policies and regulations for the two Districts.

OLD
BUSINESS

Ayes (6) Ms. Patricia Bomba, Ms. Mary Cummings, Mr. James Davis, Dr. James Field, Mr. David Moffett, Mr. Earl Ransome

Noes (0) Abstain (1) Mr. Robert Bumpus Non- Vote (0)

New Business: None

NEW
BUSINESS

CORRESPONDENCE

Correspondence:

Theater, Dance and Art Academy Update

(Page 2743)

PRESENTATION

Presentation:

A Powerpoint presentation was shown and a brief re-cap given of the Academy Showcase held at Salem Community College. Jason Helder, Bonnie Baker, and Mark Kasubinski were thanked for their work for the event.

HARASSMENT,
INTIMIDATION
AND BULLYING

HIB:

Moved by Mr. Moffett and seconded by Ms. Bomba that the Board of Education approve the HIB (harassment, intimidation and bullying) Report for the period between November 2, 2011 and December 7, 2011 (1 incident reported).

Unanimously Approved

(Page 2744)

COMMITTEE
REPORTS

Committee Reports: None

Moved by Mr. Davis and seconded by Mr. Bumpus that the Board of Education approve the Addenda of the Superintendent.

Unanimously Approved

BOARD
SECRETARY'S
REPORT

Board Secretary/Business Administrator's Report - Vocational Technical School District

Moved by Mr. Moffett and seconded by Mr. Bumpus that the Board of Education approve the following:

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2011. 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.

(Pages 2744-2752)

Melanie M. Allen, Business Administrator/Board Secretary

December 20, 2011

Date

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2011. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of November 2011.

(Pages 2752-2757)

CERTIFICATION

The Board of Education, Pursuant to N.J.A.C. 6A:23-2.11(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 their knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(c)3 and that the changes in anticipated revenue sources and/or amounts have been identified and a corrective action plan will be implemented so that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

APPROVE
TRANSFER

The transfer of funds for the month ending November 2011.

Unanimously Approved

(Page 2757)

Moved by Mr. Moffett and seconded by Mr. Bumpus that the Board of Education approve the following:

APPROVE
WARRANTS

- Bills paid in December 2011
- Payroll and Agency paid in November 2011
- To authorize the Business Administrator to pay any additional bills due and owing in December 2011 and make any transfer of funds necessary so that no budgetary line item is over expended for the 2011-2012 school year. A list of bills paid and transfers made will be provided at the next Regular Board of Education Meeting.

Unanimously Approved
(Pages 2757-2760)

Moved by Mr. Davis and seconded by Mr. Bumpus that the Board of Education approve the renewal of the on-site maintenance agreement with Scantron, of Harland Technology Services for the pencil scanner that is used on a daily basis by the Adult Basic Skills Program. The cost of the 12 month on-site maintenance agreement is \$631.00 for the period between February 12, 2012 and February 11, 2013.

APPROVE
HARLAND
TECHNOLOGY
SERVICES

Unanimously Approved

Moved by Mr. Moffett and seconded by Ms. Cummings that the Board of Education approve a Subordination, Non-Disturbance and Attornment Agreement with TD Bank, N.A. for the Building that houses the School Based Youth Services Program Center. This agreement will allow Salem County Vocational Technical School District (SBYS) to remain at the current location despite the foreclosure action initiated by TD Bank.

APPROVE
AGREEMENT WITH
TD BANK, BUILDING
THAT HOUSES THE
SCHOOL BASED
YOUTH SERVICES
PROGRAM CENTER

The current lease for the building, used by the School Based Youth Services program, expired on June 30, 2008. This was the last year of a three year lease of the space.

Subsequently, during this time period A.C.J.M. & M. Enterprises, the landlord of the property located at 166 Route 45, Mannington, New Jersey entered into Bankruptcy proceedings with foreclosure action taken by TD Bank, N.A.

Unanimously Approved
(Pages 2761-2763)

Moved by Mr. Moffett and seconded by Ms. Cummings that the Board of Education approve an additional allocation in the amount of \$10,526 for Perkins Post Secondary Grant. The district has been notified that the amount for Perkins Post Secondary has been increased to \$93,980 for the 2011-2012 school year.

APPROVE PERKINS
POST SECONDARY
GRANT

The additional funds will be used for:

| Program | CIP | Allocation | Categories | Justification | |
|-----------------------|--------|------------|------------|-----------------------|------------|
| Welding Technology | 480508 | \$7,026 | Supplies | Electrodes | \$1,449.00 |
| | | | | Dark Face Shields | 36.70 |
| | | | | Hypertherm Nozzels | 77.60 |
| | | | | Hypertherm Electrodes | 7.00 |
| | | | | Grinding Wheels | 360.00 |
| | | | | Long Hand Wire Brush | 74.36 |
| | | | | Liners | 90.80 |
| | | | | Cutting Tips | 62.50 |
| | | | | Steel Flats | 3,631.94 |
| | | | | Aluminum Flats | 238.00 |
| | | | | Electrodes | 795.00 |
| | | | | Electrode Holder | 113.50 |
| | | | | M16 Pliers | 89.60 |
| Justification: | | | | | |

| | | | | |
|-------------|--------|---------|---------------------|---|
| | | | | Expand students' practical learning experience – Curriculum in Action |
| Cosmetology | 120401 | \$3,500 | Educational Service | Purchased Service Cosmetology students to earn additional industry certification Justification: Expand students' practical learning experience- Curriculum in Action |

Unanimously Approved

Board Secretary/Business Administrator's Report - Special Services School District

Moved by Mr. Moffett and seconded by Ms. Cummings that the Board of Education approve the following:

APPROVE
BOARD
SECRETARY'S
REPORT

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the months of October 2011 and November 2011. 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 those sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

(Pages 2763-2771)

December 20, 2011

Melanie M. Allen, Business Administrator/Board Secretary

Date

APPROVE
TREASURER'S
REPORT

Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the months of October and November 2011. The Treasurer's Report and Board Secretary's Report are in agreement for the months of October 2011 and November 2011.

(Pages 2772-2779)

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.

CERTIFICATION

The Board of Education, Pursuant to N.J.A.C. 6A:23-2.11(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 their knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(c)3 and that the changes in anticipated revenue sources and/or amounts have been identified and a corrective action plan will be implemented so that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

APPROVE
TRANSFER

The transfer of funds for the months ending October 2011 and November 2011.

Unanimously Approved

(Page 2779)

APPROVE
WARRANTS

Moved by Mr. Moffett and seconded by Ms. Cummings that the Board of Education approve the following:

- Bills paid in November 2011 and December 2011
- Payroll & Agency paid in October 2011 and November 2011
- To authorize the Business Administrator to pay any bills due and owing in December 2011 and make any transfer of funds necessary so that no budgetary line item is over expended for the 2011-2012 school year. A list of bills paid and transfers made will be provided at the next regular Board meeting.

Unanimously Approved

(Pages 2779-2781)

Moved by Ms. Cummings and seconded by Mr. Ransome that the Board of Education approve the Transportation Contracts and Contract Addenda for the 2011-2012 school year, the Revised Renewal costs for the 2011-2012 school year, the 2011-2012 Out-Of-County Jointure, and the December 6, 2011 Special Education/Nonpublic/Vocational/Homeless/Public Students Transportation Bid Summary/Recommendations provided by Gloucester County Special Services School District.

APPROVE
TRANSPORTATION
CONTRACTS

(Pages 2782-2783)

*Ayes (6) Ms. Patricia Bomba, Ms. Mary Cummings, Mr. James Davis, Dr. James Field,
Mr. David Moffett, Mr. Earl Ransome*

Noes (0) Abstain (1) Mr. Robert Bumpus Non-Vote (0)

Moved by Mr. Moffett and seconded by Mr. Davis that the Board of Education approve the three year agreement with Gloucester County Special Services School District to provide cooperative transportation services to the districts of Salem County for the following school years; 2012-2013, 2013-2014, and 2014-2015, included is an option to extend the Agreement for an additional two years, 2015-2016 and 2016-2017. GCSSSD will charge each Salem County District a 7% administrative fee to coordinate and operate the transportation program. Unanimously Approved

APPROVE
GCSSSD TO
PROVIDE
COOPERATIVE
TRANSPORTATION
SERVICES

(Pages 2783-2784)

Moved by Mr. Davis and seconded by Mr. Moffett that the Board of Education approve the agreement between Pittsgrove Township School District and Salem County Special Services School District for Technology Supervisor services to be provided to Pittsgrove by the current SCSSSD Technology Supervisor. The agreement is effective January 1, 2012 through June 30, 2012 at a cost of \$15,000.00. The Supervisor will provide 20 hours of service per week at Pittsgrove Township Schools.

APPROVE
TECHNOLOGY
SUPERVISOR
SERVICES

Unanimously Approved

(Page 2784)

Salem County Special Services and Vocational Technical School

Moved by Mr. Moffett and seconded by Ms. Bomba that the Board of Education approve the following Resolution to Amend the NJSBAIG Bylaws in accordance with Article IX(C) of the Current NJSBAIG Bylaws.

APPROVE
RESOLUTION
TO AMEND
NJSBAIG BYLAWS

RESOLUTION TO AMEND NJSBAIG BYLAWS

WHEREAS, The New Jersey School Boards Association Insurance Group (NJSBAIG) Board of trustees approved proposed amendments to its Bylaws at a public meeting on October 19, 2011 in accordance with Article IX(C) of the current NJSBAIG Bylaws; and

WHEREAS, the current NJSBAIG Bylaws require for the proposed amendments to be approved by member school districts; and

WHEREAS, seventy-five percent (3/4) of the member schools must approve the proposed amendments within one hundred eighty (180) days of the hearing on the amendments;

NOW THEREFORE, BE IT RESOLVED that at the regular meeting of the Board of Education of the Special Services School District and the Vocational School District of the County of Salem held on the 20th Day of December, 2011, the Board does hereby approve the proposed amendments to the NJSBAIG Bylaws.

Unanimously Approved

(Pages 2784-2786)

AUDIENCE PARTICIPATION I

- MaryAnn Manzelmann, Instructional Aide at RDS, parade participation – thanked Mr. Richardson for participating in the Salem City Christmas Parade with RDS students and staff.

AUDIENCE
PARTICIPATION

Superintendent's Report – Vocational Technical School District

Student Placement

APPROVE
STUDENT
PLACEMENT

Moved by Mr. Davis and seconded by Ms. Cummings that the Board of Education approve the following:

- Student Placement Report as of November 30, 2011 for the New Jersey Regional Day School at Mannington.
(Page 2786)
- Acceptance of Students Report as of November 30, 2011 for the New Jersey Regional Day School at Mannington.
(Page 2786)

Unanimously Approved

Personnel:

APPROVE
PERSONNEL

Moved by Ms. Cummings and seconded by Mr. Bumpus that the Board of Education approve the following:

- Kira Holmes as a substitute support service person (aide) at the NJ Regional Day School at Mannington for the period between December 15, 2011 and June 30, 2012 at the rate of \$9.00 per hour, no benefits.
- Joseito Matos as a substitute adjunct instructor for the Adult & Community Education Cosmetology/Barbering course, for the period between January 3, 2012 and June 30, 2012, \$25.00 per hour, no benefits. Time sheets are required. Mr. Matos will also be utilized for the barbering program, once final approval is obtained from the DOE. Mr. Matos holds a State of NJ cosmetology license #32WG05351900 and a State of NJ cosmetology instructor's license #32WB00224500.
- Roger Call as an adjunct substitute site coordinator for the 21st CCLC program at the Salem Middle School site at the rate of \$27.00 per hour, on an as needed basis, no benefits. Time sheets required. Mr. Call holds a NJ Standard Elementary School certificate #00436560.
- Career and Technical High School instructors to work on updating and revising all curricula to comport with the new New Jersey Core Curriculum Content Standards and approve the rate of \$20 per hour for curriculum work. CTE instructors can be paid up to 2 hours for time spent collaborating with the Director of Curriculum (who will ultimately be responsible for curriculum revision and for putting curricula in appropriate format). Academic and CTE instructors will be paid for a maximum of 5 hours for each completely updated and revised curriculum. The total cost of all curriculum revisions should not exceed \$5,000. This curriculum work will be a stipend position with all work to be performed outside their normal contractual work schedule. Payment will be made after submission of time sheets and finished curriculum.
- Joseph T. Lario as a part-time Energy Applications instructor at the Career and Technical High School for the 2011-2012 school year effective February 1, 2012. Mr. Lario will be paid \$5,903.88 (MA Step 1=\$47,231.00 = .25 FTE=\$11,807.75 – one (1) semester x .5 - \$5,903.88) + \$2,700.00 for 1.5 hrs. per day (1 block) for curriculum and program development and planning @ the curriculum rate of \$20.00 per hour. Total salary will be \$8,603.88 for the balance of the 2011-2012 school year, no benefits.
(Page 2787)

- Accept with sincere appreciation and best wishes the retirement resignation of Ernestine Watson, a FT aide at the NJ Regional Day School at Mannington, effective January 1, 2012.
(Page 2787)

- Payment of 125 days of accumulated sick leave for Ernestine Watson in the amount of \$4,210.00, in accordance with the negotiated agreement Article XIV, Leaves of Absence, item B. Payment for Unused Sick Leave. Payment of unused sick leave is payable upon retirement to immediately collect a pension from TPAF or PERS.

1st to 50th day at \$30 per day = \$1,500.00
 51st to 100th day at \$35.00 per day = \$1,750.00
 101st to 125th day at \$40 per day = \$960.00
 Total \$4,210.00

- Accept the resignation of Markeya Stewart as a full-time support service person (aide) at the NJ Regional Day School at Mannington effective December 15, 2011. It is also recommended that the Board appoint Markeya Stewart as a part-time aide at RDS at the rate of \$9.62 per hour, no benefits, effective December 16, 2011.
- Employment of Nancy Bello, a current IA at the SCSSSD Daretown School as a full time Aide at New Jersey Regional Day School at a salary of \$15,860.00 (IA Step 12) effective January 3, 2012.
- Employment of Elizabeth Maurer as a food service/culinary arts work study student, on an as needed basis, for the 2011-2012 school year. The student will be utilized to help with special district meal functions at a rate of \$7.50 per hours, no benefits.

*Ayes (7) Ms. Patricia Bomba, Ms. Mary Cummings, Mr. James Davis, Dr. James Field,
 Mr. David Moffett, Mr. Earl Ransome, Mr. Robert Bumpus*
Noes (0) Abstain (0) Non-Vote (0)

Professional Development:

Moved by Mr. Davis and seconded by Ms. Cummings that the Board of Education approve the following professional development activities and cost associated with the activities.

APPROVE
 PROFESSIONAL
 DEVELOPMENT

| Description of Professional Development or School Improvement Activity or Workshop | Participant(s) | Cost Per Participant | Total Cost |
|---|---|----------------------------------|------------|
| The Shut Down Learner at Rowan University, February 7, 2012. | Jason Helder, Laura Ingemi, Elizabeth Bernat-Duaime | Registration fee- \$129.00 each. | \$387.00 |
| Using Data Decision Making to Improve Test Scores on the NJASK & HSPA at Rowan University, January 9, 2012. | Donald Bailey | Registration fee - \$139.00 | \$139.00 |
| Early Childhood Education Conference at Rowan University, March 30, 2012. | Tracy Westog | Registration fee - \$129.00 | \$129.00 |
| Uncovering Shakespeare: Teaching with Common Core Standards at Rowan University, January 30, 2012. | Nicole Stamm | Registration fee - \$130.00 | \$130.00 |

Unanimously Approved

APPROVE
PROGRAMS**Programs:**

Moved by Mr. Davis and seconded by Ms. Cummings that the Board of Education approve the following programs:

- The participation of Heather Dolbow, a Masters Degree student from Rowan University, in a student services clinical internship (50 hours) at the Career and Technical High School.
(Page 2788)
- The participation of Melissa Ann Cole, a Master’s Degree student from Rowan University, in a student services clinical internship (50 Hours) at the SCSSSD Alternative High School.
(Page 2788)
- Renewal of an articulation agreement between the State University of New York College of Agriculture and Technology at Cobleskill and SCVTS for the period between September 15, 2011 and September 15, 2014. The agreement will be reviewed for renewal three years after signing by the participating parties.
(Page 2788)
- Acceptance of a Target Field Trip Grant in the amount of \$700.00 to pay for transportation costs for the CTHS U.S. History I students to participate in a trip to Independence Mall in Philadelphia, PA during the month of April 2012.
- Participation of sixty (60) students and six (6) chaperones in the 12th Annual Air Force Junior ROTC Ball on Friday, February 3, 2012, from 6 p.m. to 10 p.m., at the Riverview Inn, Pennsville, NJ.

Cost to Student:

60 x \$35.00 per student \$2,100.00 (Acct # ROTC Student Activity)
 Entertainment (DJ) \$ 375.00 (Acct # ROTC Student Activity)
 Pennsville Police (1 Officer) \$ 35.00 (Acct # ROTC Student Activity)

Cost to District:

6 x \$35.00 per chaperone \$ 210.00 (Acct #11-401-100-610-029-02)

- Participation of the National Honor Society and National Technical Honor Society students and two (2) chaperones in a trip to New York to see a Broadway show on April 11, 2012. Funds from the NHS student activity account will be utilized to pay for the cost of transportation provided by B.R. Williams bus company.

Cost to Student:

\$55 per ticket, \$15 for lunch per student.

Cost to District:

\$55 per chaperone tickets - \$110.00 (A/c #11-401-100-610-029-02)
 \$18 per chaperone lunch x 2 (as per the GSA guidelines) - \$36.00
 (A/c #11-401-100-610-029-02)

- The following 2011-2012 curriculum in action experiences for the Career and Technical High School.

| Curriculum in Action Experience | Attendees | Date | District Cost |
|--|---|------------------|---|
| SkillsUSA Leadership Conference at GCIT in | Eight (8) SkillsUSA members & two (2) advisors. | January 11, 2012 | SCVTS bus driver (\$25/hr x 8) \$200.00 (A/c #11-000- |

SALEM COUNTY SPECIAL SERVICES BOARD OF EDUCATION MINUTES – DECEMBER 20, 2011

| | | | |
|--|---|--|---|
| Sewell, NJ | | | 270-512-029-02) Cost of substitute teachers. |
| Merion Gardens in Carneys Point, NJ | Twenty (2) FT & a.m. shared-time Allied Health Professionals program students and one (1) instructor. | Date in January 2012 to be determined. | SCVTS bus \$150.00 (A/c #11-000-270-512-018-02). |
| Southgate Healthcare Center in Penns Grove, NJ | Six (6) FT & p.m. shared-time students program students and one (1) instructor. | Date in January 2012 to be determined. | SCVTS bus \$75.00 (A/c 11-000-270-512-018-02) |
| Salem County Mock Trial Competition, Salem County Court House in Salem, NJ | Twelve (12) FT & ST CTHS Law Enforcement students & one (1) instructor. | Date during the last week in January or first week in February 2012. | SCVTS bus driver (\$25/hr. x 5) \$125.00 (A/c#11-000-270-512-029-02 |
| Dover Air Force Base, Dover, DE | Thirty-three (33) AFJROTC cadets, two (2) ROTC instructors & one (1) chaperone. | January 13, 2012. | B. R. Williams bus \$284.33 (to be paid from the AFJROTC student activity account.) |
| Pitman Theatre presentation of Little Red Riding Hood, Pitman, NJ | Ten (10) Learning Center students & one (1) teacher. | January 27, 2012 | \$9.00 per person (to be paid by the students.) SCVTS bus driver \$100.00.) |

- The following additional fall and winter fund-raising activities for the Career and Technical High School.

| ORGANIZATION | ACTIVITY | DATE OR WEEK OF THE ACTIVITY |
|-------------------------|--|--|
| All Classes – Sophomore | Dress Down Day – Students pay \$1 to not wear their school uniform for the day | December 23, 2011 |
| SkillsUSA | Volleyball Tournament – Teams pay \$12 to play and attendees pay \$1 for admission. Refreshments will also be sold | January 27, 2012 |
| All Classes – Junior | Valentine Gram – Students pay \$1 - \$3 for Valentine messages | February 6 – 14, 2012 |
| All Classes – Junior | Philly Pretzel Sale – Students pay \$1 per pretzel to be sold during school hours | January, February, March, April – two Friday's per month |
| AFJROTC | Citrus Fruit Fundraiser | January 23 to February 13, 2012 |
| All Classes – Junior | Joe Corbi's | February 2012 |
| All Classes – Junior | St. Patty's Lucky Charms – Students pay \$1 - \$3 for St. Patty's Day messages. | March 12 - 16, 2012 |
| All Classes – Junior | Joe Corbi's | May 2012 |
| All Classes – Junior | "Class of" T-shirt sales. T-shirts designed and printed in Graphics class and sold to order to students | January – June 2012 |
| HOSA | Dress Down Day – Students pay \$1 to not wear their school uniform for the day | January 13, 2012 |

- Career and Technical High School's High School Proficiency Assessment Scores (HSPA) for October 2011. These scores are for the senior students that retook the HSPA.

HSPA Scores : October 2011

Language Arts Literacy
Passed – 100%

| | |
|-----------|------------|
| Student 1 | Proficient |
|-----------|------------|

Mathematics
Passed: 73%

| | |
|------------|----------------------|
| Student 1 | Proficient |
| Student 2 | Partially Proficient |
| Student 3 | Proficient |
| Student 4 | Partially Proficient |
| Student 5 | Proficient |
| Student 6 | Proficient |
| Student 7 | Proficient |
| Student 8 | Proficient |
| Student 9 | Proficient |
| Student 10 | Partially Proficient |
| Student 11 | Proficient |

Proficient – Passed Exam
Partially Proficient – Didn't Pass Exam

- First Reading of the Biotechnology Curriculum for the Career and Technical High School was presented to the Board of Education. Approval will be requested at the January 24, 2012 Board meeting.
- First Reading of the 21st Century Communications Skills Curriculum for the Career and Technical High School was presented to the Board of Education. Approval will be requested at the January 24, 2012 Board meeting.

Unanimously Approved

Moved by Mr. Davis and seconded by Ms. Cummings that the Board of Education approve the following resolution:

RESOLUTION

To Submit DPR and Statement of Assurances
New Jersey Quality Single Accountability Continuum

Whereas, the Board of Education for Special Services School District and Vocational Technical School District of the County of Salem is undergoing evaluation under NJ QSAC for the 2010-2011 school year, and

Whereas, N.J.A.C 6A:30-3.2 (f) requires participating school districts to hold a public meeting to approve the submission of the district's DPR responses and the Statement of Assurance with respect to this process, and

Whereas, the Board of Education for Special Services School District and Vocational Technical School District of the County of Salem has reviewed the district's DPR responses and Statement of Assurance and hereby approves these documents.

Now Therefore Be It Resolved, that the Board of Education for Special Services School District and Vocational Technical School District of the County of Salem does hereby authorize the Superintendent of Schools to submit the attached DPR and Statement of Assurances to the Commissioner of Educations in compliance with the provisions of N.J.A.C. 6A:30-3.2 (f)

*Ayes (6) Ms. Patricia Bomba, Ms. Mary Cummings, Mr. James Davis, Dr. James Field,
Mr. David Moffett, Mr. Earl Ransome*
Noes (0) Abstain (1) Mr. Robert Bumpus Non- Vote (0)

Policy:

None for the month of December, 2011

Information Reports

1. Career and Technical High School – Principal’s Report
2. New Jersey Regional Day School Mannington – Principal’s Report
3. Salem County School Based Youth Services – Director’s Report
4. Career and Technical High School – Discipline Log
(Pages 2789-2791)

Superintendent’s Report – Special Services School District

Student Placement

Moved by Ms. Cummings and seconded by Mr. Davis that the Board of Education approve the following:

APPROVE
STUDENT
PLACEMENT

- Acceptance of Students Report as of November 30, 2011.
(Page 2792)
- Student Placement Report as of November 30, 2011.
(Page 2792)

Unanimously Approved

Personnel

Moved by Mr. Davis and seconded by Ms. Cummings that the Board of Education approve the following:

APPROVE
PERSONNEL

- Re-assignment of the following staff effective December 12, 2011:
Mr. Matthew Fitchetola from Pittsgrove Middle School / ASD program to the Cumberland Campus / TCP program.
Mr. Michael Pilieri from Cumberland Campus / TCP program to Pittsgrove Middle School / ASD program.
- Substitutes for the 2011-2012 school year effective January 1, 2012:
Ms. Chelsea Minix at \$60.00 per day
Ms. Jennifer Zumot at \$75.00 per day
- Ms. Jamie Bider as a homebound instruction on an as needed basis for the 2011-2012 school year effective December 5, 2011. Ms. Bider will work under the direction of Mr. Irv Simpkins.
(Pages 2792-2793)
- Rescind the termination of Ms. Linda Bryan which was to be effective December 31, 2011 and reassign her to the Cumberland Campus / MD program effective January 3, 2012. As there were no laps in employment Ms. Bryan will retain all benefits.
- Rescind the termination of Ms. Jennifer Rowand which was to be effective December 31, 2011 and reassign her to the Pittsgrove Middle School / ASD program effective January 3, 2012. As there were no laps in employment Ms. Rowand will retain all benefits.

- Adjustment to the contract of Ms. Rebecca Kelly, COTA, from full time (100%) @ \$45,451.00 to one day per week (20%) @ at a pro-rated salary of \$9,090.20 for the 2011-2012 school year effective January 1, 2012. Ms. Kelly will not be receiving any benefits during this reduction in time. Ms. Kelly is returning from FMLA and has requested this reduction in her work schedule. Ms. Kelly works under the direction of Mr. Irv Simpkins.

(Page 2793)

- Rescind the reduction of hours for Mr. Harry Rodriguez which was to be effective December 31, 2011. Mr. Rodriguez will remain as a full time employee for Special Services School District.
- Ms. Heather Leech as a substitute for the SCSSSD and SCVTS districts for the 2011-2012 school year effective December 23, 2011 at a rate of \$75.00 per day.
- Ms. Heather Leech as a homebound instructor for the SCSSSD district for the 2011-2012 school year effective December 23, 2011 at a rate of \$35.00 per hour.

Unanimously Approved

Moved by Mr. Davis and seconded by Ms. Cummings that the Board of Education approve the termination of Ms. Heather Leech effective January 20, 2012. Ms. Leech has been working as an LDTC while applying for her emergency certificate. Her certificate was denied, an appeal was filed, and Ms. Leech’s hearing will be on January 19, 2012. During the appeal process Ms. Leech cannot work as an LDTC. She has been resigned as a substitute during the appeal process. Pending the outcome of her appeal Ms. Leech will either be terminated as of January 20, 2012 or be able to continue to work as an LDTC. The Board also grants authority to the Superintendent to rescind this motion and allow Ms. Leech’s employment to continue prior to the next BOE meeting should her appeal be successful.

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Ayes (6) Ms. Patricia Bomba, Ms. Mary Cummings, Mr. James Davis, Dr. James Field, Mr. David Moffett, Mr. Earl Ransome

Noes (0) Abstain (1) Mr. Robert Bumpus Non-Vote (0)

Professional Development:

Moved by Mr. Moffett and seconded by Ms. Cummings that the Board of Education approve the following workshops:

APPROVE
PROFESSIONAL
DEVELOPMENT

| Staff | Workshop | Date | Cost |
|--------------------------------------|------------------------------------|-------------|-------------|
| Lindsay Reed | Hot Topics in NJ Special Education | Jan. 13 | -0- |
| Traci Pescatore | Hot Topics in NJ Special Education | Jan. 13 | -0- |
| Eileen Culver | Hot Topics in NJ Special Education | Jan. 13 | -0- |
| Christina Battiato | Hot Topics in NJ Special Education | Jan. 13 | -0- |
| Irv Simpkins | Hot Topics in NJ Special Education | Jan. 13 | -0- |
| Eileen Cain | Motivating the Unmotivated | Jan. 19 | 215.00 |
| Carolyn Holladay | Self-Regulation in Children | Feb. 22 | -0- |
| Loren Thomas Alt/ Shay Richardson | Commissioner’s Convention | Jan. 17 | 5.00 |

Unanimously Approved

Programs

Moved by Mr. Davis and seconded by Ms. Bomba that the Board of Education approve the following field trips for 2011-2012:

APPROVE
PROGRAMS

| Program | Location | Date | Cost |
|----------------|-----------------|-------------|-------------|
|----------------|-----------------|-------------|-------------|

| | | | |
|--------------------------------|--|---------|--------|
| Upper Pittsgrove | Pittsgrove Middle | Dec. 21 | -0- |
| Daretown Campus / Secondary | St. John Pentecostal Outreach & Wendy's | Dec. 22 | -0- |
| PTMS | Garden State Discovery Museum | Jan. 13 | 82.50 |
| PTMS | Arden Theatre & McDonald's | Jan. 13 | 108.00 |
| Upper Pittsgrove | Garden State Discovery Museum | Jan. 13 | 82.50 |
| Cumberland Campus | Delaware Childrens Museum | Jan. 20 | 315.00 |
| Cumberland Campus | Skate 2000 & Wendy's | Jan. 25 | 423.00 |

- Additional site locations for the TCP Community Based Instruction/Structured Learning Experience Site Partner list for the 2011-2012 school year. The original list was submitted and approved at the September 27, 2011 board meeting. All transportation will be provided by the district van. All parent's/guardian's will provide permissions slips in order for students to participate.

(Page 2794)

- To change the part-time clerk position in the Early Intervention Program to a full time, 12-month clerk position effective January 1, 2012. This is due to the increase in services and the growth of the Early Intervention Program. Salary will be per the employee's negotiated agreement.

Unanimously Approved

- First Reading of a job description for "Sign Language Interpreter" was presented to the Board of Education. Approval will be requested at the January 24, 2012 Board meeting.

Moved by Mr. Davis and seconded by Ms. Bomba that the Board of Education approve the QSAC Statement of Assurance.

(Pages 2794-2797)

*Ayes (6) Ms. Patricia Bomba, Ms. Mary Cummings, Mr. James Davis, Dr. James Field,
Mr. David Moffett, Mr. Earl Ransome*

Noes (0) Abstain (1) Mr. Robert Bumpus Non-Vote (0)

Policy

Moved by Mr. Moffett and seconded by Ms. Cummings that the Board of Education approve the Early Intervention program's "Operating Policies and Procedures".

Unanimously Approved

Information Reports

1. Daretown School – Principal's Report
2. EIP Monthly Report
3. Cumberland Campus & Satellite Sites – Principal's Report
4. Alternative Program - Principal's Report

(Pages 2797-2798)

AUDIENCE PARTICIPATION

AUDIENCE PARTICIPATION II –

- Staff at SCSSSD's Cumberland Campus collected gifts for families of these students for Christmas.
- Families were also adopted at RDS for the holiday.

EXECUTIVE SESSION

Moved by Mr. Moffett and seconded by Ms. Cummings that the Board of Education adjourn into Executive Session, from which the general public is excluded, to discuss student placement, personnel, litigation, negotiations, or any other matter appropriate for this session. The results of this session will be made public immediately after or as soon thereafter as a decision is reached, if permitted by law (7:50 p.m.).

INTO
EXECUTIVE
SESSION (7:50 PM)

Unanimously Approved

Items discussed in Executive Session:

- 12/6/11 Grievance filed by Salem County Special Services School Employees Association.

Moved by Mr. Moffett and seconded by Ms. Cummings that the Board of Education adjourn from Executive Session. (7:55 p.m.)

ADJOURN FROM
EXECUTIVE SESSION
(7:55 PM)

Unanimously Approved

AUDIT PRESENTATIONS:

SCVTSD AND SCSSSD – Raymond Colavita of Nightlinger, Colavita & Volpa, P.A. presented an overview of the audits and recommendations for the fiscal year ending June 20, 2011. The audit and recommendations were then reviewed and discussed by the Board.

APPROVE
AUDIT
PRESENTATIONS

SCVTSD

Moved by Mr. Moffett and seconded by Ms. Cummings that the Board of Education accept and approve the CAFR for the fiscal year ended June 30, 2011 and the Synopsis of Audit for the fiscal year ended June 30, 2011 for the SCVTSD. No Corrective Action Plan is submitted by the Business Administrator because there were no findings.

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SCSSSD

Moved by Mr. Moffett and seconded by Ms. Cummings that the Board of Education accept and approve the CAFR for the fiscal year ended June 30, 2011 the Synopsis of Audit for the fiscal year ended June 30, 2011, and the Corrective Action Plan submitted by the Business Administrator for the SCSSSD.

(Pages 2800-2801)

*Ayes (6) Ms. Patricia Bomba, Ms. Mary Cummings, Mr. James Davis, Dr. James Field,
Mr. David Moffett, Mr. Earl Ransome*

Noes (0) Abstain (1) Mr. Robert Bumpus Non- Vote (0)

Moved by Mr. Moffett and seconded by Mr. Bumpus that the Board of Education meeting be adjourned (8:15 p.m.).

Unanimously Approved

Respectfully Submitted,

MEETING
ADJOURNED
(8:15 PM)

Melanie M. Allen
Board Secretary