

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, March 28, 2023 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; and 880 Route 45, Woodstown.

III. ROLL CALL

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

IV. MINUTES

It is recommended that the Board of Education approve the minutes of the February 28, 2023 Board of Education Meeting, February 28, 2023 Executive minutes, and the minutes of the March 8, 2023 Budget Meeting.

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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B. Acceptance of Agenda Addenda Items SCSSSD

Action: Approved____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mrs. 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 minutes. 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. Old Business

B. New Business

C. Correspondence

1. SEMI Waiver Approval - SCVTS
2. NJ Regional Day School At Mannington Budget Approval letter from Heather Leary March 10, 2023

D. Presentations

1. Brandon Bermudez 1,000 Points Milestone - NJ.com Article
2. Student of the Month
 - a. Salem Campus - Robert Rodgers
3. Daretown School Presentation - Rebecca Cruz-Guy and Christopher Jones
4. SCSSSD infrastructure presentation

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Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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

A. Board Secretary Report

Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 2023. 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>March 28, 2023</u>
Business Administrator/Board Secretary	Date

B. Cash Reconciliation Report

Preliminary Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 2023. The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the month of February 2023.

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

It is recommended that the Board of Education approve the transfer of funds through March 23, 2023.

F. Warrants

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

- SCVTS Payroll for February 15, 2023 in the amount of \$368,608.22

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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5. Request and Recommendation for Board of Education Approval Canceling Check #40415 in the amount of \$22,698 to Motorola and Reissue in the Same Amount.

It is requested by the Business Administrator that the Board of Education approve to cancel check #40415 in the amount of \$22,698 to Motorola and reissue in the same amount. The original check was lost in the mail.

6. Request and Recommendation by the Business Administrator for the Board of Education to Approve 2023-2024 Revised Projected Enrollment and Tuition Adjustment Contracts

It is requested by the Business Administrator for the Board of Education to approve the revised 2023-2024 Projected Enrollment and Tuition Adjustment Contracts for the following school districts:

Woodstown Pilesgrove Regional School District
Upper Pittsgrove Township School District
Mannington Township School District

7. Request and Recommendation by the Business Administrator for the Board of Education to Approve 2023-2024 Host Site Partnership Agreements.

It is recommended by the Business Administrator for the Board of Education to approve the 2023-2024 Host Site Partnership Agreements with the following:

Pittsgrove (Academy of Creative and Performing Arts)
Woodstown-Pilesgrove (Academy of Communications)
Pennsville (Academy of GMT and Creative and Performing Arts)
Penns Grove-Carney's Point (Academy of Engineering)

8. Request and Recommendation for Board of Education Approval of a Child Study Team Shared Services Agreement.

It is recommended by the Business Administrator that the Board of Education approve the Shared Services Agreement with Salem County Special Services School District for Child Study Team Services for the 2023-2024 school year.

9. Request and Recommendation for Board of Education Approval to Create a Student Activity Fund for the Ally Club.

It is recommended by the Business Administrator that the Board of Education approve to create a student activity fund for the Ally Club. The Ally Club's goal is to make everyone here in the school feel welcomed, safe, important, and appreciated. The intended use of this fund is to allow the club to raise funds by fundraising to sustain the Ally Club. Funds will be raised using several methods and other fundraisers set up throughout the year to support club activities.

10. Disposal of the Following Item that is of No Further Use or Value.

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
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**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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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
STEM Designs and Increasing Female Participation in STEM Pitman, NJ April 26, 2023	Kim Kraky	\$0 \$12.18 mileage	\$12.18 \$125 Substitute

Action: Approved _____ Disapproved _____ Held for Study _____
Motion by: _____
Second by: _____
Mr. Davis _____ Mr. Ransome _____
Mr. Donelson _____ Mrs. Bomba _____
Mr. Halter _____ Ms. Nicolosi _____
Mrs. Smith _____

Abstain: _____ Opposed: _____

PROGRAMS:

1. Request and Recommendation for Board of Education Approval of CTE Skills Summer Program.

It is recommended by the Superintendent that the Board of Education approve the CTE Summer Skills Program from June 19 - 29, 2023. The goal of this program is to address the CTE skills learning loss and gaps due to COVID-19. Approval is based on student minimum enrollment requirements. Without minimum enrollment, offerings will be canceled. The program will be funded through Perkins Secondary funding.

2. Request and Recommendation for Board of Education Approval to Approve Additional Adult Vocational Classes for the 2022-2023 School Year.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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It is requested that the Board of Education approve additional classes for the 2022-2023 Adult Vocational Program. A full copy of the schedule including class times and total cost breakdown is attached. The class schedules are subject to change, pending future school closures and current situations that involve the safety of our students. Additionally, classes may cancel due to low enrollment.

3. Request and Recommendation for Board of Education Approval of the Salem County Office of Emergency Management to Provide CPR Certification to Allied Health Juniors.

It is recommended by the Superintendent that the Board of Education approve twenty-five (25) Allied Health and Law Enforcement and Public Safety juniors for a CPR course from April 3, 2023 - April 5, 2023 and April 12, 2023 - April 14, 2023. The cost is \$7.50 per student and will be paid from the HOSA student activity account. This course is being provided by the Salem County Office of Emergency Management.

4. Request and Recommendation for Board of Education Approval of a 5K Run Fundraiser to be held at SCVTS Sponsored by the SCVTS Educational Foundation on Sunday, May 7, 2023.

It is recommended by the Superintendent that the Board of Education grant approval for use of school grounds to host the annual Ian Bradley memorial 5K Run fundraiser on Sunday, May 7, 2023. We will be using a racing company, Second Capital Running, to provide the timing clock, etc. All participants will sign a release form prior to participation. All funds raised will support the Ian Bradley Memorial Scholarship housed by the SCVTS Educational Foundation. Ian Bradley was a 2015 graduate of the Career and Technical High School from the CADD and Air Force Junior ROTC program. After graduation, Ian served in the United States Air force.

5. Request and Recommendation for Board of Education Approval of the following Field Trip Requests for the 2022-2023 school year.

It is recommended by the Superintendent that the Board of Education approve the curriculum in action field trips for the Career and Technical High School. Experiences for approval are listed in the chart attached.

6. 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.

7. 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.

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	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
A.	FFA	FFA/Chargers apparel. Students will sell merchandise to students, faculty, and the community. FFA will make a profit on the sales. No cost to the district.	March 28, 2023 - April 30, 2023
B.	Friends of Rachel Club	Easter Themed Treats Treats will be sold for \$1.00 each. The proceeds will be used to help purchase shirts for the students in the club.	April 3, 2023 - April 6, 2023
C.	Class of 2023,2024,2025,2026	Spring Spirit Wear Sale. Apparel will range from \$15.00-\$60.00. Funds raised will be split evenly between each graduating class.	The store will be opened through April 2023.
D.	Class of 2024 -	Dodgeball Tournament (Gym) - \$5.00 for player registration and \$5.00 for spectators	April 24, 2023 4:00 PM
E	Class of 2024 -	Color Wars- (Exterior grounds of school) teams are given powder colors to toss towards their opponents, points are awarded by how colored the shirts are at the end of the match. \$5.00 for player registration and \$5.00 for spectators.	May 25, 2023 4:00 PM
F.	Class of 2024	Bake Sale - funds raised on sale of items.	April 24, 2023

8. Request and Recommendation for Board of Education Approval of Events to be Offered by SCVTS Banquets for the 2022-2023 School Year.

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

Abstain: _____ Opposed: _____

POLICY

B. POLICY

N/A

Action: Approved _____ Disapproved _____ Held for Study _____
Motion by: _____
Second by: _____

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

Abstain: _____ Opposed: _____

INFORMATIONAL ITEMS

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

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

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

Action: Approved _____ Disapproved _____ Held for Study _____
Motion by: _____
Second by: _____

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

Abstain: _____ Opposed: _____

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

A. Board Secretary Report

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of February 2023. The Board Secretary certifies that no line item account has been over-expended in violation of N.J.A.C. 6A:23-2.12 (a) 1 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Business Administrator/Board Secretary

March 28, 2023
Date

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D. Board of Education Certification

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E. Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds through March 23, 2023.

F. Warrants

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

- SCSSSD Payroll for February 15, 2023 in the amount of \$408,973.34
- SCSSSD Payroll for February 28, 2023 in the amount of \$426,202.35
- SCSSSD Bill List from February 1, 2023 through March 23, 2023 in the amount of \$1,829,354.67 and \$667,120.79 respectively.

Action: Approved____ Disapproved _____ Held for Study_____

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Motion by: _____
 Second by: _____
 Mr. Davis _____ Mr. Ransome _____
 Mr. Donelson _____ Mrs. 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 of SpellJIF Insurance Plan and Student Accident Insurance Plan for 2023-2024 School Year.

It is recommended by the Business Administrator that the Board of Education approve the SPELLJIF insurance at the annual cost of \$210,527 for 2023-2024 School Year.

2. Request and Recommendation for Board of Education Approval of a Donation from Ben’s Pro Serv

It is recommended by the Business Administrator that the Board of Education approve a donation of \$75 for the Cumberland Campus field day from Ben’s Pro Serv.

3. Request and Recommendation for Board of Education Approval of a Donation from Terrigno’s Fairfield Inn, LLC

It is recommended by the Business Administrator that the Board of Education approve a donation of \$50 for the Cumberland Campus field day from Terrigno’s Fairfield Inn, LLC.

4. Request and Recommendation for Board of Education Approval of a Donation from Adapa LLC

It is recommended by the Business Administrator that the Board of Education approve a donation of \$1,500 for the Salem Campus prom from Adapa, LLC.

5. Request and Recommendation by the School Business Administrator for the Board of Education to Approve CAFR and Synopsis of Audit for the Fiscal Year Ended June 30, 2022

It is recommended by the Business Administrator that the Board of Education accept and approve CAFR, the Auditors Management Report, Corrective Action Plan and Certification of Implementation of audit for the fiscal year ended June 30, 2022.

6. Request and Recommendation by the School Business Administrator for Board of Education to Approve As required by NJSA 18:23-5, the attached recommendations of the auditor related to the Salem County Special Services School District were read and discussed.

Finding 2022-9:

Three enterprise funds were in deficit net position at the year end.

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

Abstain: _____ Opposed: _____

XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

A. New Business:

1. Request and Recommendation of the Superintendent for Board of Education Approval

PERSONNEL:

FMLA/NJFLA/LOA:

1. FMLA/NJFLA of Rula Lorenz.

It is requested by the Superintendent that the Board of Education approve the FMLA of Rula Lorenz, Speech Therapist for Related Services, beginning on or about May 8, 2023 until on or about June 15, 2023. Additionally, it is requested that the Board of Education approve the NJFLA beginning on or about September 1, 2023 until on or about December 8, 2023.

2. FMLA/NJFLA of Shannon Leady.

It is requested by the Superintendent that the Board of Education approve the FMLA of Shannon Leady, Occupational Therapist for Related Services, beginning on or about May 8, 2023 until on or about July 17, 2023. Additionally, it is requested that the Board of Education approve the NJFLA beginning on or about September 1, 2023 until on or about December 8, 2023.

Resignations:

3. Resignation of Meaghan Stonnell

It is requested by the Superintendent that the Board of Education approve the resignation of Meaghan Stonnell, Physical Therapist for Related Services, effective May 21, 2023.

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

PROFESSIONAL DEVELOPMENT:

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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1. Request and Recommendation for Board of Education Approval of Professional Development Workshops for Salem County Special Services School District Personnel.

It is recommended by the Superintendent that the Board of Education approve professional development workshops for the Salem County Special Services School District personnel.

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
Realtime Expo 2023 2349 Marlton Pike Cherry Hill, NJ Date: June 1, 2023	Colleen Lewis	\$0 Admission \$25.20 mileage	\$25.20
PCAST Swap Meet The Boggs Center 200 Riverview Plaza Trenton, NJ Date: May 23, 2023	Michelle Brown	Reg. \$0 Mileage \$21.70 Tolls \$5.00 Substitute \$125	\$151.70
	Tyler Day	Reg. \$0 Mileage \$21.70 Tolls \$5.00 Substitute \$125	\$151.70
	Maureen Lewis	Reg. \$0 Mileage \$21.70 Tolls \$5.00	\$26.70
	Tara Bacon	Reg. \$0 Mileage \$21.70 Tolls \$5.00	\$26.70
NJSIA Worker's Compensation Conference and Vendor Fair May 3-5, 2023 Harrah's Atlantic City	Tonya Paroda Frank Maurer	\$0	\$0 <i>All costs paid by SPELLJIF</i>

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

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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. 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 minutes. However, the person transferring time loses their time to comment.
6. Comments from the public will not have a response from the Board of Education.

XIII. 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:

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Abstain: _____ Opposed: _____