

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

Regular Board of Education Meeting Minutes

March 28, 2023 at 7:00 p.m.

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, March 28, 2023 at 7:00 p.m.

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

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.

The Board President called the meeting to order at 7:00 p.m. at which time the following statement was read:

Called to Order

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

Roll Call

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

Others Present: Mr. John Swain, Superintendent, Mr. Frank Maurer, Assistant Superintendent /B.A./Board Secretary, Dr. Jennifer Bates, Assistant Superintendent/B.A./Board Secretary, Mr. James Helder, RDS Principal, Mr. Jason Helder, CTHS Principal, Mrs. Alecia Smith, Curriculum Supervisor, Mr. Brian Quinn, SCVTEA President, Cordy Taylor, Commissioner Liaison, Edward Ramsey, Commissioner Liaison, Brandon Bermudez, CTHS student, Mr. & Mrs. Bermudez, Brandon’s parents, Dr. Marjorie Wentzell, Director of CST and Related Services, Brian Riley, CTHS Basketball Coach, Kellie Mitchell, CTHS Building Based Substitute, Rebecca Cruz-Guy, Daretown Principal, Christopher Jones, Behavior Modification Specialist Daretown

IV. MINUTES

Minutes and Executive 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 X Disapproved _____ Held for Study _____

Addenda

Motion by: Halter _____

Second by: Ransome _____

Mr. Davis x _____ Mr. Ransome _____

Mr. Donelson x _____ Ms. Bomba x _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

Mr. Halter _____ Ms. Nicolosi _____
Mrs. Smith x _____

In Favor: 4 Abstain: 0 Opposed: 0

V. ADDENDA

A. Acceptance of Agenda Addenda Items SCVTS

Addenda Items
SCVTS

Action: Approved X Disapproved _____ Held for Study _____
 Motion by: Davis
 Second by: Bomba
 Mr. Davis X Mr. Ransome _____
 Mr. Donelson X Mrs. Bomba X
 Mr. Halter _____ Ms. Nicolosi _____
 Mrs. Smith X
 In Favor: 4 Abstain: 0 Opposed: 0

B. Acceptance of Agenda Addenda Items SCSSSD - none

Addenda Items
SCSSSD

VI. AUDIENCE PARTICIPATION I - none

Audience
Participation

VII. BOARD OF EDUCATION BUSINESS

Board of Education
Business
Presentations

- a. Old Business - None
- b. New Business – None
- c. Correspondence

Correspondence

- i. [SEMI Waiver Approval - SCVTS](#)
- ii. NJ Regional Day School At Mannington Budget [Approval letter](#) from Heather Leary March 10, 2023

d. Presentations

- i. [Brandon Bermudez 1,000 Points Milestone - NJ.com Article](#)
- ii. Ms. Garbielle Smith – Student Government Presentation
- iii. Student of the Month
 - 1. Salem Campus - Robert Rodgers
 - 2. CTHS – Brandon Bermudez
- iv. Daretown School Presentation - Rebecca Cruz-Guy and Christopher Jones
- v. [SCSSSD infrastructure presentation](#)

Presentations

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

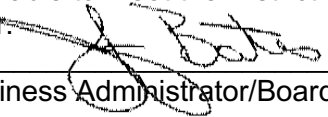
A. Board Secretary Report

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

Board Secretary
Report SCVTS

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

available to meet the District's financial obligations for the remainder of the fiscal year.



Business Administrator/Board Secretary

March 28, 2023
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](#).

Cash Reconciliation

C. Board Secretary Certification

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

Board Secretary Certification

D. Board of Education Certification

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

Board of Education Certification

E. Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds through [March 23, 2023](#).

Transfer of Funds

F. Warrants

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

Warrants

- SCVTS Payroll for February 15, 2023 in the amount of [\\$368,608.22](#)
- SCVTS Payroll for February 28, 2023 in the amount of [\\$314,326.81](#)
- SCVTS Bill List for the period from February 28, 2023 to March 23, 2023 in the amount of [\\$2,049,568.10](#) and [\\$711,464.00](#) respectively.

ROLL CALL

Roll Call Vote

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

Abstain: _____ Opposed: _____

In Favor: 4 Abstain: _____ Opposed: _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

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 [\\$184,690](#) for 2023-2024 School Year, including surplus return resolution. Additionally, approve a Student Accident Premium of \$3,199.

- 2. Request and Recommendation for Board of Education Approval of the Annual Docuware Cloud Base Subscription with KDI Office Technology.**
It is recommended by the Business Administrator that the Board of Education approve the renewal of the [DocuWare Cloud Base Subscription and Support Package](#) from KDI Office Technology at a cost of \$4,464.00 from June 22, 2023 to June 21, 2024.

- 3. Request and Recommendation by the 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 the CAFR and synopsis of the audit for the fiscal year ended June 30, 2022. Hard copies are available for review.

As required by NJSA 18:23-5, recommendations of the auditor related to the Salem County Vocational Technical School District were read and discussed.

- 4. Request and Recommendation for Board of Education to Approval Canceling Check #40504 in the Amount of \$2,648.75**
It is requested by the Business Administrator that the Board of Education approve to cancel check #40504 to Joseph Fazzio in the amount of \$2,648.75. The check will not be reissued.

- 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](#)

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

[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-Piles Grove \(Academy of Communications\)](#)
[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
Tennant T5- Floor Scrubber (needs repair)	Serial #TS-10453486	\$0
Hair Dryers (2 separate units) (Both are broken)	#05482 and #05480	\$0

11. Request and Recommendation by the Business Administrator for the Board of Education to Approve Bid Results of the Following Items that are of No Further Use or Value.

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

Item	Bid Winner	Value
2006 Dodge Durango	Alfred Roeske	\$150
2008 Ford Expedition	Alfred Roeske	\$150

ROLL CALL

Roll Call

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

In Favor: 4 **Abstain:** _____ **Opposed:** _____

A. New Business:
PERSONNEL:
New Hires:

New Business
 Personnel

1. Request and Recommendation for Board of Education Approval of the Employment of Madison Lawlor as a Substitute Teacher for the 2022-2023 School Year.

It is recommended by the Superintendent that the Board of Education approve Madison Lawlor as a Substitute Teacher at the CTHS at a rate of \$125/Day effective April 3, 2023.

2. Request and Recommendation for Board of Education Approval for the Employment of Rebecca Danner.

It is requested by the Superintendent that the Board of Education approve the employment of Rebecca Danner as a Confidential Business Office Secretary at the salary of \$37,000 (prorated) effective on or about May 1, 2023.

3. Request and Recommendation for Retroactive Approval to Employ Anna Wilson as a Substitute Athletic Trainer for the 2022-2023 School Year.

It is requested by the Superintendent that the Board of Education approve the employment of Anna Wilson as a Substitute Athletic Trainer for the Career and Technical High School at the salary of \$30 per hour effective January 16, 2023. Timesheets required.

4. Request and Recommendation for Board of Education Approval of a Substitute Senior Class and Trip Advisor for the 2022-2023 School Year.

It is requested by the Superintendent that the Board of Education approve the appointment of Kristen Polk as the Substitute Senior Class and Trip Advisor for a stipend of \$1,500.00 from March 29, 2023 through June 15, 2023.

5. Request and Recommendation for Board of Education Approval of a salary adjustment for Cassandra Uhland for the 2022-2023 school year. It is requested and recommended by the Superintendent that the Board of Education approve the salary adjustment of Cassandra Uhland for the

Resignation

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

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

ROLL CALL:

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

In Favor 4 Abstain: 0 Opposed: 0

PROGRAMS:

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

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.

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

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.

	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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 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.

ACTIVITY	DATE	COST
Girl Scout Baking/Kitchen Safety Badge Class	March 29, 2023 6:00 PM - 8:00 PM	\$15 per person (19 students max) for a total of \$285.00

9. Request and Recommendation for Board of Education Approval of Student Community Service Projects for the 2022-2023 school year.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

Community Service Project	Date	Cost
Salem Tech Student Government Association and the Class of 2023 has red and black bracelets in memory of Quintin Weigle available for any student, staff, or parent who would like to have one. We are accepting a \$1.00 donation for the bracelet. All proceeds will be turned over to the Weigle family.	March 15, 2023 to June 30, 2023	N/A
Al Dupont Children's Hospital. Thirty five (35) AFJROTC students and two (2) chaperones will attend. Service Project is from. Cost to the district is transportation.	March 30, 2023 8:30 AM - 2:00 PM	Transportation \$390
Oldman's School District Annual Community Health Fair. The purpose of this service project is for the FFA students to man a table and share information about biosecurity on the farm and in our daily lives.	Thursday, April 27, 2023 5 - 7 PM	N/A
Ian Bradley Memorial Scholarship run - FFA students and two (2) chaperones will assist in preparing the course for the run. They will clean-up the trail ahead of time with mowers, weed-whackers, and leaf blowers. The course will be marked with signs, flags, and spray paint. They also help with set-up and tear down of tents, give out water and snacks, and man the registration table.	Saturday May 6, 2023 and Sunday May 7, 2023	\$15 per hour, up to a max of \$75 per chaperone per day

Comment:

Bomba – What is going on at the DuPont Hospital?

Swain – ROTC is cleaning up outside. There are still COVID restrictions for inside.

Comment

ROLL CALL

Action: Approved X Disapproved Held for Study

Motion by: Davis

Second by: Bomba

Mr. Davis X Mr. Ransome

Mr. Donelson X Mrs. Bomba X

Mr. Halter Mrs. Smith X

Ms. Nicolosi

In Favor 4 Abstain: 0 Opposed: 0

Roll Call

Comments:

Davis #3- Didn't we just end a contract with the college.

Bates- Yes, Alternative not the Adult Ed

Ramsey - Doesn't make sense for one state agency to pay another. Commissioners paid for the one stop from the college.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

POLICY –

1. Request and Recommendation for Board of Education Approval of the second and final reading of the policies listed below.

It is recommended by the Superintendent that the Board of Education approve the first reading of the following district policies and regulations (deletions are strikethrough and additions are in bold):

- P 1648.11 The Road Forward COVID-19 – Health and Safety (M) ~~(Abolished)~~
- P 1648.13 School Employee Vaccination Requirements (M) ~~(Abolished)~~
- [P 0152](#) Board Officers (Revised)
- [P 0161](#) Call, Adjournment, and Cancellation (Revised)
- [P 0162](#) Notice of Board Meetings (Revised)
- [P & R 2423](#) Bilingual and ESL Education (M) (Revised)
- [P 2425](#) Emergency Virtual or Remote Instruction Program (M) (Revised)
- [R 2425](#) Emergency Virtual or Remote Instruction Program (M) (New)
- [P & R 5200](#) Attendance (M) (Revised)
- [P 5512](#) Harassment, Intimidation, or Bullying (M) (Revised)
- [P 8140](#) Student Enrollments (M) (Revised)
- [R 8140](#) Enrollment Accounting (M) (Revised)
- [P & R 8330](#) Student Records (M) (Revised)
- [R 8420.2](#) Bomb Threats (M) (Revised)
- [R 8420.7](#) Lockdown Procedures (M) (Revised)
- [R 8420.10](#) Active Shooter (M) (Revised)

ROLL CALL

Action: Approved X Disapproved Held for Study

Motion by: Ransome

Second by: Bomba

Mr. Davis	<u> X </u>	Mr. Ransome	<u> X </u>
Mr. Donelson	<u> X </u>	Mrs. Bomba	<u> X </u>
Mr. Halter	<u> X </u>	Ms. Nicolosi	<u> </u>
Mrs. Smith	<u> X </u>		

In Favor 6 Abstain: 0 Opposed: 0

B. Old Business: NONE

INFORMATIONAL ITEMS

Informational Items

1. [CTHS Principal's Report](#)
2. [CTHS Discipline Report](#)

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

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:

- 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.

ROLL CALL:

Roll Call

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

In Favor: 4 **Abstain: 0** **Opposed: 0**

G. Board Secretary/Business Administrator New Business:

Board Secretary
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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

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.

Child Study Team \$268,234

Related Services \$138,477

Early Intervention \$87,626

Regional Day School \$501,326

Any fund balance in enterprise funds has been expended. A transfer from the General Fund will need to be made to cover the deficit of the 3 enterprise funds. This transfer is not permissible as enterprise funds must be self-sufficient, with the exception of food service. A greater look needs to be taken to determine the financial feasibility of the programs running in deficit.

- 7. Request and Recommendation by the School Business Administrator for the Board of Education to Approve Contract for Participation in Cooperative Transportation for the 2023/24 School Year, and Attached Guidelines.**

It is recommended by the Business Administrator that the Board of Education approve the blank participation agreement letter and Guidelines that are scheduled to go out to districts for participation in the Transportation Co-op for the 2023/24 school year.

- 8. Request and Recommendation by the School Business Administrator for the Board of Education to Approve Related Services Contracts.**
It is recommended by the Business Administrator that the Board of Education approve the following Related Services Contracts for the 2022-2023 School Year.

- 9. Request and Recommendation by the School Business Administrator for the Board of Education to Approve Transportation Contracts for the 2022/2023 School Year.**
It is recommended by the Business Administrator that the Board of Education approve the attached Transportation Contracts.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

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.

ROLL CALL

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

In Favor: 4 Abstain: Opposed:

PROFESSIONAL DEVELOPMENT:

**Professional
Development**

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	Participant(s)	Cost Per Participant	Total cost
-----------------------------	----------------	----------------------	------------

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

Development or School Improvement Activity or Workshop			
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>

ROLL CALL

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

In Favor: 4 Abstain: Opposed:

PROGRAMS:

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

1. Request and Recommendation of the Superintendent for Board of Education Approval of the Two Speech Clinical Externships

It is recommended by the Superintendent that the Board of Education approve the two Speech Clinical externships from Widener University from July 3, 2023 to August 23, 2023.

Student	Mentor
Nickie Delva Shannon Perkins	Stephanie Weiser
Kayla Hoelzel (Grad. Student)	Shannon Perkins

2. Request and Recommendation of the Superintendent for Board of Education Approval of the Curriculum In Action Experiences for the Salem County Special Services Schools.

It is recommended by the Superintendent that the Board of Education approve the curriculum in action [field trips](#) for the Salem County Special Services Schools.

3. Request and Recommendation of the Superintendent for Board of Education Approval of the Facilities for the Salem County Special Services School District.

It is recommended by the Superintendent that the Board of Education approve the use of the facilities for the [attached](#) events at Salem County Special Services Schools District.

Roll Call

Action: Approved X Disapproved Held for Study

ROLL CALL

Motion by: Bomba

Second by: Davis

Mr. Davis	X <u> </u>	Mr. Ransome	X <u> </u>
Mr. Donelson	X <u> </u>	Mrs. Bomba	X <u> </u>
Mr. Halter	X <u> </u>	Ms. Nicolosi	<u> </u>
Mrs. Smith	X <u> </u>		

In Favor: 6. Abstain: Opposed:

POLICY -

Policy

- NONE

INFORMATIONAL ITEMS

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

It is recommended that the Board of Education to accept the Student Placement Report and Student Financial Report for the month of February.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

Jason Helder – End of 3rd marking period. Working on senior post secondary plans. Admissions letters are going out. Still healing from the tragedy.

Alicia Smith – County wide in service went well. Developing workshops on Link-It.

Cordy Taylor – What is the future and maintenance plan moving forward? How will it be budgeted?

Swain – It is a how long can we go before life end of the items listed.

Davis – The plan now is the same plan 5 years ago. We don't see any funding coming.

Ed Ramsey – Great job assembling the needs into the budget and bending the arm of the commissioners. The housing program at Rowan will help grow the special needs population awareness and needs.

Bomba -It all goes back to awareness. Habitat for Humanity fundraiser was successful. Thanks so much to maintenance for their willing to help anywhere.

Davis -133 mass shootings since January.

XIII. RECESS INTO EXECUTIVE SESSION 8:48 pm

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/
- 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:

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

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: **___ Superintendent Contract**

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 NOT return to open session to conduct business at the conclusion of the executive session.

ROLL CALL

Action:	Approved <u> X </u> Disapproved _____ Held for Study _____		ROLL CALL
	Motion by: <u> Davis </u>		
	Second by: <u> Bomba </u>		
	Mr. Davis <u> X </u>	Mr. Ransome <u> X </u>	
	Mr. Donelson <u> X </u>	Ms. Bomba <u> X </u>	
	Mr. Halter <u> X </u>	Ms. Nicolosi _____	
	Mrs. Smith <u> X </u>		

In Favor 4 Abstain: 0 Opposed: 0

XIV. RESUMPTION OF PUBLIC PORTION OF THE MEETING - None

XV. ADJOURNMENT 9:03 PM

**Adjournment 9:03
PM**

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

In Favor 4 Abstain: 0 Opposed: 0

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
AGENDA – March 28, 2023**

Respectfully Submitted,

Jennifer Bates
Assistant Superintendent
Business Administrator/Board Secretary
SCVTS

Frank H. Maurer, III
Assistant Superintendent
Business Administrator/Board Secretary
SCSSD