

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

Regular Board of Education Meeting Minutes

Monday, July 3, 2023 at 11:00 a.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 Monday, July 3, 2022 at 11:00 a.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.

Called to Order

Roll Call

The Business Administrator called the meeting to order at 11:00 a.m. at which time the following statement was read:

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.”

Minutes

Addenda

Audience Participation I

III. SWEARING IN OF BOARD OF EDUCATION MEMBERS

1. James Davis - July 1, 2023 to expire June 30, 2026
2. Daryl Halter - July 1, 2023 to expire June 30, 2026
3. Brian Pio - July 1, 2023 to expire June 30, 2024 (SCSSSD Student Member)

(Pursuant to N.J.S.A 18A:12-2.1 and N.J.S.A. 41:1-1 and 1-3)

I, _____, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Governments established in the United States and this State, under the authority of the people. So help me God.

I, _____, do solemnly swear (or affirm) that I possess the qualifications prescribed by law for the office of member of a board of education, and that I am not disqualified as a voter pursuant to R.S. 19:4-1 nor disqualified due to conviction of a crime or offense listed in N.J.S.A. 18A:12-1, and that I will faithfully, impartially and justly perform all the duties of that office according to the best of my ability. So help me God.*

*No individual shall be required to swear or affirm that part of the oaths which states “So help me God.”

IV. ROLL CALL

Mr. James Davis (7/23-6/26)	P _____	Mr. Earl Ransome (7/22-6/25)	P _____
Mr. Linwood Donelson III (7/22-6/25)	P _____	Mrs. Patricia Bomba (7/21-6/24)	P _____
Mr. Daryl Halter (7/23-6/26)	P _____	Mrs. Julie Smith (7/21-6/24)	A _____
Ms. Margaret Nicolosi (7/15-)	A _____	Mr. Brian Pio (7/23-6/24)	A _____

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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. Brian Quinn SCVTS NJEA President, Mrs. Rachel Lester-Batiatta, SCVTS NJEA Secretary, Mrs. Jayelaurel Davis, public.

V. MINUTES

It is recommended that the Board of Education approve the Minutes from the July 3, 2023 Board of Education meeting.

Minutes

ROLL CALL

ROLL CALL VOTE

Action: Approved X Disapproved _____ Held for Study _____
 Motion by: Halter
 Second by: Donelson
 Mr. Davis Y _____ Mr. Ransome Y _____
 Mr. Donelson Y _____ Ms. Bomba Y _____
 Mr. Halter Y _____ Ms. Nicolosi _____
 Mrs. Smith _____
 In Favor: 5 Abstain: 0 Opposed:
0

VI. AUDIENCE PARTICIPATION I - none

Audience Participation I

VII. BOARD OF EDUCATION BUSINESS

REORGANIZATION OF THE BOARD OF EDUCATION

A. Old Business-

1. Request and Recommendation for Board of Education Consideration of Meeting Dates

It is Recommended that the Board of Education Consider the following Regular Meeting Dates of the Board of Education for the 2022-2023 School Year.

July 25, 2023	February 27, 2024
August 22, 2023	March 12, 2024** - Special Budget Meeting
September 26, 2023	March 26, 2024
October 16, 2023*	April 23, 2024
November 21, 2023	May 14, 2024**
December 18, 2023*	June 25, 4

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January 23, 2024	July 2, 2024 (11:00 am)
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- a. 7:00 p.m. in the Conference Room at the Vocational Technical School located at 880 Route 45, Woodstown, NJ.
- b. *Second Monday
- c. **Second Tuesday

ROLL CALL

ROLL CALL VOTE

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

In Favor: 5 Abstain: 0 Opposed:

Audience
Participation I

B. New Business-

VIII. REORGANIZATION OF THE BOARD OF EDUCATION

1. Election of Officers

REORGANIZATION
OF THE BOARD OF
EDUCATION

- 1. President Linwood Donelson
- 2. Vice President Earl Ransome

ROLL CALL

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

ROLL CALL VOTE

In Favor: 5 Abstain: 0 Opposed:

b. Appointment of Committees

APPOINTMENT OF
COMMITTEES

- 1. It is recommended that the Board of Education approve and accept the Board Committee assignments as follows:

Personnel and Finance-Mr. Maurer and Dr. Bates

Board Members: Jim Davis, Linwood Donelson, Julie Smith

Program and Curriculum-Dr. Bates and Mrs. Smith

Board Members: Earl Ransome, Daryl Halter, Linwood Donelson

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Policies and Procedures-Mr. Swain

Board Members: Earl Ransome, Julie Smith, and Patty Bomba

Facilities-Mr. Maurer and Mr. Wentzell

Board Members: Jim Davis, Earl Ransome

Technology-Mr. Allen and Mr. Rodriguez

Board Members: Earl Ransome, Daryl Halter

Community Outreach-Ms. Baker

Board Members: Jim Davis, Earl Ransome, Patty Bomba

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

VOTE

In Favor: 5 Abstain: 0 Opposed:

Additional Committee:

Foundation Board-Mr. Swain

Board Members Jim Davis, Patty Bomba

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

VOTE

In Favor: 5 Abstain: 0 Opposed:

VIII. BOARD OF EDUCATION BUSINESS

BOARD OF
EDUCATION
BUSINESS

- A. Old Business-
- B. New Business-

NEW BUSINESS

1. Request and Recommendation to Renew a New Jersey School Boards Association Membership.

It is recommended that the Board of Education approve the New Jersey School Boards Association 23-24 dues of \$6902.87.

2. Request and Recommendation for Board of Education Approval of the Submission of the Employment Contract and Salary Details for John R. Swain.

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It is recommended that the Board of Education approve the submission of the employment contract and salary details for John R. Swain from July 1, 2023 until June 30, 2025 to the Salem County Executive County Superintendent for approval.

ROLL CALL

ROLL CALL VOTE

Action:	Approved <u> X </u>	Disapproved _____	Held for Study _____		
	Mr. James Davis	Y _____	Mr. Earl Ransome	Y _____	
	Mr. Linwood Donelson III	Y _____	Mrs. Patricia Bomba	Y _____	
	Mr. Daryl Halter	Y _____	Ms. Margaret Nicolosi	_____	
			Mrs. Julie Smith	_____	

C. Correspondence -


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

**Board Secretary/
Business
Administrator’s
Report - SCVTS**

A. Board Secretary Report

Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of April 2023 and May 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.

**Board Secretary
Report**



 Business Administrator/Board Secretary

July 3, 2023
 Date

B. Reconciliation of Cash for School Funds Report

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

**Reconciliation of
Cash**

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.

BOE Certification

E. Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds for the months ending None at this time.

Transfers

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F. Warrants

Warrants

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

- Warrants for the period of May 2023 through June 30, 2023 in the amount of \$2,276,088.46 and \$551,845.47 respectively.
- SCVTS Payroll for Period ending June 15, 2023 in the amount of \$312,634.65.
- SCVTS Payroll for Period ending June 30, 2023 in the amount of \$408,751.78.

ROLL CALL:

Roll Call Vote

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

 In Favor 4 Abstain: 0 Opposed:
 0

G. Board Secretary/Business Administrator New Business:

New Business

1. It is Recommended that the Board of Education Approve the Following Resolution - Appointment and Designation of Insurance Broker, Business Administrator, Qualified Purchasing Agent, Architect, Regulatory Services, Computer Financial Software License, Board Solicitor, School Physician, Board Secretary, Special Counsel for the 2023-24 School Year.

**Appointments for
2023-2024**

- i. Resolution authorizing the appointments for “professional services” for a one year term commencing July 1, 2023 through June 30, 2024.
 - 1. **Insurance Broker of Record**
 - 1. Gloucester, Cumberland, Salem School District Joint Insurance Fund
 - 2. **Business Administrator**
 - 1. Dr. Jennifer Bates
 - 3. **Qualified Purchasing Agent**
 - 1. Mr. Frank H. Maurer, III
 - 4. **Architect**
 - 1. Garrison Architects
 - 5. **Regulatory Services**
 - 1. Epic Environmental
 - 6. **Computer Financial Software License**
 - 1. Genesis Educational Services, Inc.
 - 7. **Board Solicitor**
 - 1. Mark Toscano of Comegno Law Group, P.C.
 - 8. **School Physician**
 - 1. Christiana Care Health Services
 - 9. **Board Secretary**
 - 1. Dr. Jennifer Bates
 - 10. **Special Counsel**
 - 1. McManimon, Scotland, & Bauman, L.L.C.

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- 2. McCrosson & Stanton, L.L.C.
- 11. **Computer Student Data Software**
 - 1. PowerSchool
- 12. **Policy and Regulation**
 - 1. Strauss Esmay
- 13. **Auditors**
 - a. Nightlinger, Colavita & Volpa

- b. **It is Recommended that the Board of Education Approve the Depository of School Funds & Account Signatories for the 2023-24 School Year.**
 “Fulton Bank of New Jersey”

**Depository of
School Funds**

Account	Fund	Title
#02240262	Salary/Payroll Account	Board President, Board Secretary (One of two signatures required)
#02240181	Agency Account	Board President, Board Secretary (One of two signatures required)
#02237326	General Account	Board President*, Board Treasurer, Board Secretary Alternate: Board Vice President* (Two of three signatures required)
#2705885	Capital Projects	Board President*, Board Treasurer, Board Secretary Alternate: Board Vice President* (Two of three signatures required)
#02240254	Food Service	Board President, Board Secretary (One of two signatures required)
#02240246	Special Activities	Superintendent, Board Secretary Alternate for Board Secretary: Board President (Two of three signatures required)
#1100718668	Salem County Vo-Tech Account (Health-Aflac)	Aflac Representatives (Two of two signatures required)

- 2. **It is Recommended that the Board of Education Approve the following SCVTS District Assignments of Staff for the 2023-2024 School Year.**

Staff Assignments

It is recommended that the Board of Education approve the following appointment of district assignments:

Title	Personnel
Affirmative Action Officer	Kathleen Pompper

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Asbestos Hazard Emergency Response Act (AHERA) Compliance Officer	Randy Wentzell
Right-to-Know Compliance Officer	Randy Wentzell
Public Agency Compliance Officer	Dr. Jennifer Bates
Custodian of Records (except student records)	Dr. Jennifer Bates
Custodian of School Records	Jason Helder
Section 504 Compliance Officer	Jason Helder/Katherine Belutty
Title IX Coordinator	Kathleen Pompper
ADA Coordinator	Kathleen Pompper
Chemical Hygiene Officer	Randy Wentzell
Emergency Management Officer	Randy Wentzell
Integrated Pest Management Coordinator	Randy Wentzell
Anti-Bullying Coordinator	Kathleen Pompper
Cooperative Education Instructor/Coordinator	Morgan Woods
Homeless Child Liaison	Lacey DeBellis
Child Abuse Liaison	Patrick Cruet
Drug Free School Zone Liaison	Patrick Cruet
Issuance Officer for Working Papers	Jason Helder
Safety and Health Officer	Randy Wentzell
Gifted and Talented Liaison	Jason Helder
Special Education Coordinator	Marjorie Wentzell
Technology Director/ LEA PARCC IT Contact	Michael Allen
State Testing Coordinator	Jennifer Bates/Alicia Smith
District Education Stability Liaison	Marjorie Wentzell
Bilingual/ESL Point of Contact	Patrick Cruet
ESEA Coordinator	Alicia Smith

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School Nurse	Kimberly Connell-Miller
Food Service Director	Roland Carter
District Organizational Chart	Attachment
Anti-Bullying Specialist	Lacey DeBellis
School Safety Specialist	Patrick Cruet
Transportation Coordinator	Rebecca Danner

3. It is Recommended that the Board of Education Approve the Petty Cash Usage at the Following Campuses for the Stated Amounts for the 2023-2024 School Year.

Petty Cash

It is recommended that the Board of Education approve the Petty Cash funds for the 2023-2024 school year as follows:

Campus	Amount
District Office-(Career Technical High School)	\$500.00

4. It is Recommended that the Board of Education Approve the South Jersey Times as the Official Newspaper for the 2023-2024 School Year.

Official Newspapers

South Jersey Times
 Elmer Times

5. It is Recommended that the Board of Education Approve the Following Policy Statements for the 2023-2024 School Year.

Policy Statements

It is recommended that the organized Board of Education accept and reaffirm the previous curriculum and textbooks, policies (including pupil records), practices, [job descriptions](#), and procedures of the Board of Education for Special Services School District and Vocational Technical School District of the County of Salem.

NOTE: Except as otherwise provided by law, regulations of the State Department of Education, or by this Board of Education, meetings of the Board of Education for SSSD and VTSD of the County of Salem will be conducted in accordance with [Robert’s Rules of Order, Revised](#) Legal Reference: N.J.S.A.18A:11-1 General mandatory Powers and Duties.

ROLL CALL:

ROLL CALL VOTE

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

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In Favor: 5 Abstain: 0 Opposed: 0

**COMMITTEE:
BOARD OF SCHOOL
ESTIMATE**

6. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the Board of School Estimate.

It is recommended that the Board of Education approve the appointment of two Board members to the Board of School Estimate and approval of the appointment of an Alternate of the same.

- 1. Ransome
- 2. Bomba
- A. Halter

7. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the NJSBA Legislative Delegate and Alternate.

NJSBA

It is recommended that the Board of Education approve the appointment of a Board member as the NJSBA Legislative Delegate and approval of the appointment of an Alternate to the same.

- 1. Davis
- A. Halter

8. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the SCSBA Executive Committee.

SCSBA

It is recommended that the Board of Education approve the appointment of a Board member as the SCSBA Executive Committee Representative Delegate and approval of the appointment of an Alternate to the same.

- 1. Donelson
- 2. Ransome
- A. Halter

9. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the New Jersey Council of County Vocational Schools Representatives.

NJCCVS

It is recommended that the Board of Education approve the appointment of a Board member as the NJCCVS Representative and approval of the appointment of an Alternate to the same.

- 1. Davis
- 2. Ransome
- A. Halter

VOTE

ROLL CALL VOTE

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

In Favor: 5 Abstain: 0 Opposed: 0

10. It is Recommended that the Board of Education Grant Approval of Warrants between Board of Education Meetings for the 2023-2024 School Year.

**WARRANTS
BETWEEN
MEETINGS**

It is recommended that the Board of Education authorize the Business Administrator to pay any additional bills due and owing and make transfer of funds necessary between Board of

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Education meetings for the 2023-2024 school year for the Salem County Vocational Technical School District. A list of bills paid and transfers made will be provided at the next Regular Board of Education Meeting.

11. Request and Recommendation by the Business Administrator to Void Checks for the 2022-2023 School Year. VOID CHECKS

It is recommended by the Business Administrator that the Board of Education approve voiding the checks listed below. New checks will not be reissued.

Check #	Amount#
39846	\$ 9.00
39847	\$ 6.00
39852	\$32.80
39858	\$ 9.75
40108	\$26.53

12. Request and Recommendation for Board of Education Approval of the State Contracts and Listings and Authorizing the Business Administrator to Use Any and All State Contracts for the 2023-2024 School Year. ALL STATE CONTRACTS

It is requested that the Board of Education approve the State Contract and Listings and authorizing the Business Administrator to use any and all state contracts for the 2023-2024 school year. The State Contracts and Listings will be in the file in the Business Office and can also be found at [Hunterton County Educational Services Commission](#) website.

13. Request and Recommendation for Board of Education Approval of the Use of Indeed.com and NJ SchoolJobs.com as an Official Job Posting Sites for the 2023-2024 School Year. OFFICIALS POSTING SITES

- a. Indeed.com cost is free.
- b. NJ School Jobs.com \$1000 for both districts.

14. Request and Recommendation for Board of Education Approval of Garrison Architects as the Architects of Record for the 2023-2024 school year. ARCHITECT OF RECORD

It is requested by the Business Administrator that the Board of Education approve Garrison Architects as the [Architect of Record](#) for the 2023-2024 School Year.

15. Request and Recommendation for Board of Education Approval of Nightlinger, Colavita, Volpa, PA as the Auditors for the 2023-2024 school year. AUDITOR

It is requested by the Business Administrator that the Board of Education approve Nightlinger, Colavita, Volpa, PA as the Auditors for the 2023-2024 School Year at the rate of [\\$28,500](#).

16. Request and Recommendation for Board of Education Approval of EPIC Environmental as the Regulatory Service for the 2023-2024 school year. ENVIRONMENTAL SERVICES

It is requested by the Business Administrator that the Board of Education approve EPIC Environment as the Regulatory Service for the 2023-2024 School Year at the rate of \$1,500 for [RTK Compliance](#) and an additional \$510 for [AHERA Compliance](#).

17. Request and Recommendation for Board of Education Approval of Comegno Law Group for Legal Services for the 2023-2024 School Year LEGAL SERVICES

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It is requested by the Business Administrator that the Board of Education approve Comegno Law Group for [legal services](#) for the 2023-24 school year. The rates would be \$180 per hour for attorney legal services, \$85.00 per hour for paralegals, and \$850 for board meetings.

18. Request and Recommendation by the Business Administrator for Board of Education Approval of a Contract with Strauss Esmay Associates, LLP for Policy Alerts & Support System (PASS), Online Maintenance Fees, Public Assess Fees for Bylaws & Policies and Regulations in the Amount of \$3,845 for the 2023-24 School Year

POLICY AND
REGULATION

It is requested that the Board of Education approve a contract with [Strauss Esmay Associates, LLP](#) for Policy Alerts and Support System (PASS), Online Maintenance Fees, Public Assess Fees for Bylaws, Policies, and Regulations in the amount of \$3,845 for the 2023-2024 school year. This will provide website access. The cost will be shared with SCSSSD.

19. Request and Recommendation for Board of Education Approval of the Contract with A.S.E.S. for 2023-2024.

ASES

It is recommended by the Business Administrator that the Board of Education approve the agreement with A.S.E.S. for the annual inspection of all the automotive lifts at an annual cost of [\\$836.30](#) for 2023-2024.

20. Request and Recommendation for Board of Education Approval of Tri-County Pest to Conduct Integrated Pest Management Services from July 1, 2023 until June 30, 2024.

PEST
MANAGEMENT

It is recommended by the Business Administrator that the Board of Education approve a [Contract](#) with Tri County Pest to conduct integrated pest management for the buildings of Salem County Vocational Technical School District for \$1,272.60 annually.

21. Request and Recommendation for the Board of Education Approval of the Contract with Compressed Air Equipment for the 2023-2024 School Year

COMPRESSED AIR

It is recommended by the Business Administrator that the Board of Education approve the [agreement](#) with Compressed Air Equipment for preventative maintenance service on six reciprocating air compressors at a cost of \$4,674.21.

22. Request and Recommendation for the Board of Education Approval of the Proposal from Reliable Power Plus for 2023-2024.

RELIABLE POWER

It is recommended by the Business Administrator that the Board of Education approve the proposal from [Reliable Power Plus](#) for inspection and regular maintenance on the generators at an annual cost of \$1,865.00 for 2023-2024.

23. Request and Recommendation for Board of Education Approval to Renewal PowerSchool Software.

POWERSCHOOL

It is recommended by the Business Administrator for the Board of Education to approve the renewal of [PowerSchool software](#) for the 2023-2024 school year in the amount of \$11,237.40.

24. Request and Recommendation for Board of Education Approval to Accept Agreement with ProAsys Water Treatment.

PROASYS

It is recommended by the Business Administrator to approve the [Agreement](#) with ProAsys Water Treatment for Service on the Boilers at a cost of \$3,020.00 for the 2023-2024 School Year.

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- 25. Request and Recommendation for Board of Education Approval to Accept Agreement with Harring Fire Protection, LLC.** HARRING FIRE PROTECTION
It is recommended by the Business Administrator to approve the Agreement with [Harring Fire Protection, LLC](#). for fire extinguishers and kitchen hood inspections at a cost of \$536 (fire extinguishers) and \$1,050 (kitchen hoods) for the 2023-2024 School Year.
- 26. Request and Recommendation for Board of Education Approval of the Chemical Hygiene Plan for 2023-24** CHEMICAL HYGIENE PLAN
It is recommended that the Board of Education approve the [Chemical Hygiene Plan](#) for 2023-2024.
- 27. Request and Recommendation for Board of Education Approval of the Renewal of the Contract with Blackboard Connect.** BLACKBOARD CONNECT
It is recommended by the Business Administrator that the Board of Education approve the renewal of the [contract](#) with Blackboard Connect for services from July 1, 2023 through June 30, 2024 at a cost of \$6,507. The services and cost will be shared equally between both districts.
- 28. Request and Recommendation for Board of Education Approval of a STEM Contract with Christiana Skating Center and the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2023 summer program.** STEM CONTRACT
It is recommended by the Business Administrator that the Board of Education approve a STEM Contract with the [Christiana Skating Center](#) and the Salem County Vocational Schools 21st CCLC Salem County Achievers summer program. Christian Skating Center will provide a 1 hour STEM Lesson and 2 hour skate session for 40 summer program students on July 31, 2023 from 9:00 a.m. to 12:00 p.m.at a cost of \$19.50 per student. The cost will will be paid from the 21st CCLC grant funds
- 29. Request and Recommendation for Board of Education Approval of a Professional Purchase Service Agreement for Bidding and Advertising Services with ARH.** ARH
It is recommended by the Business Administrator that the Board of Education approve the Professional Purchase Service Agreement with ARH. ARH will provide [Bidding and Advertising Services](#) for the Staff and Student Parking Lot Repavement Project. The total cost of the agreement is \$9,840.00.
- 30. Request and Recommendation for Board of Education Approval of the Revised QSAC District Improvement Plan for Salem County Vocational Technical School District.** QSAC
It is recommended by the Superintendent that the Board of Education approve the [revised QSAC District Improvement Plan](#) for Salem County Vocational Technical School District.
- 31. Request and Recommendation for Board of Education Approval of the Contract List for 2022.** CONTRACT LIST 2022
It is recommended by the Business Administrator that the Board of Education approve the [attached list](#) of Vendors and Contract amounts for the 2022 Calendar Year.

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32. Request and Recommendation for the Board of Education to Approve Record Management Services to Provide Annual Maintenance of Records Storage in the Amount of \$2,000 for both districts.

RECORDS
MANAGEMENT

It is requested and recommended that the Board of Education approve Record Management Services, of Vineland, NJ, to provide annual maintenance and archiving of record storage in the amount of [\\$2,000](#) for both districts. They will organize the boxes in storage, label them, do an inventory database of boxes stored, do destructions once a year, and present a final report and access database containing updated inventory.

33. Request and Recommendation for Board of Education Approval to Increase the Mileage Reimbursement Rate Effective July 1, 2023.

MILEAGE
REIMBURSEMENT

It is recommended by the Business Administrator for Board of Education approval to [increase the mileage reimbursement](#) amount from \$0.35 per mile to \$0.47 per mile effective July 1, 2023 in accordance with the Fiscal Year 2023 Appropriations Act. Mileage allowance in lieu of actual expenses of transportation is allowed for an employee traveling by personal automobile on official business at the rate authorized by the State Appropriations Act.

34. Request and Recommendation for Board of Education Approval to Create a Student Activity Fund for Senior Class Trip.

SENIOR TRIP FUND

It is recommended by the Superintendent that the Board of Education approve to create a fund for the Annual Senior Class Trip. The intended use of this fund is to allow the senior trip advisor to easily monitor monies collected and paid out for the Annual Senior Trip.

35. Request and Recommendation for Board of Education Approval to Create a Student Activity Fund for the Class of 2027.

CLASS OF 2027
FUND

It is recommended by the Superintendent that the Board of Education approve to create a fund for the Class of 2027. The intended use of this fund is to allow the Class of 2027 to raise funds by fundraising to aid with class trips, promenade, prom, senior picnic, and other activities. Funds will be raised using several fundraising methods conducted throughout the year.

36. Request and Recommendation for Board of Education Approval of the Service Contract with E.C.P. Business Machines.

ECP

It is recommended by the Business Administrator that the Board of Education approve the [Service Contract](#) with E.C.P. Business Machines to cover the shredder from July 1, 2023 through June 30, 2024 at an annual cost of \$598.00.

37. Request and Recommendation for Board of Education Approval of Transfer Student Activity Funds.

TRANSFER
STUDENT
ACTIVITIES

It is recommended by the Business Administrator that the Board of Education approve transfers in the All Classes- FEA, Ally Club, Class of 2022 and U Got Brains student activity accounts.

38. Request and Recommendation for Board of Education Approval of the Bond Renewal for Jennifer Bates, Ed.D.

BOND JEN BATES

It is requested by the Business Administrator that the Board of Education approve the [Surety Bond](#) renewal for Jennifer Bates, Ed.D. in the amount of \$609 from July 1, 2023 until July 1, 2024.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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39. Request and Recommendation for Board of Education Approval of the 2023-2024 Budget for the Adult Post Secondary Programs and Salem County Educational Technology Training Center.

**ADULT
POSTSECONDARY
BUDGET**

It is recommended that the Board of Education approve the below listed 2023-2024 budget for the Adult Post Secondary Programs and Salem County Educational Technology Training Center. **All course schedules are subject to required minimal enrollment.**

**Salem County Vocational Technical School
Adult Post-Secondary Programs and
Salem County Educational Technology Training Center (63)
Proposed Budget 2023-2024**

Anticipated Revenue

Tuition Revenue:	\$294,000
ETTC Revenue:	\$ 6,000
 Total Anticipated Revenue:	 \$300,000

Expenditures*

Salaries Staff:	\$ 209,000
Fringe:	\$ 20,000
Rental Agreement SCC:	\$ 30,500
Supplies:	\$ 10,000
Textbooks:	\$ 5,000
Purchased Services:	\$ 20,000
Travel:	\$ 500
Miscellaneous:	\$ 5,000
 Total Anticipated Expenditures:	 \$300,000

40. Request and Recommendation for Board of Education Approval of the 2023-2024 Budget for the CTHS Food Service Program.

**CTHS FOOD
SERVICE BUDGET**

**Salem County Vocational Technical School
Food Service Program (60)
Proposed Budget 2023-2024**

Anticipated Revenue: \$516,000

Expenditures

Salaries Staff:	\$249,535
Fringe (Healthcare only):	\$68,965
Supplies:	\$15,000
Purchased Services:	\$180,000
Misc. Expenses:	\$2,500

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
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the Salem County Special Services School District and the Salem County Vocational Technical School District Effective July 1, 2023.

It is recommended by the Superintendent that the Board of Education approve the approved contract from the Executive County Superintendent for Jennifer Bates as Assistant Superintendent and Business Administrator for the Salem County Special Services School District and the Salem County Vocational Technical School District effective July 1, 2023 through June 30, 2024.

- 2. Request and Recommendation for Board of Education Approval to Employ Iris Justice as a part-time Summer Maintenance Mechanic Assistant.** **PART TIME
SUMMER MAINT.
MECHANIC**

It is requested by the Superintendent that the Board of Education approve the employment of Iris Justice as a part time summer maintenance mechanic assistant at an hourly rate of \$19 per hour for hours worked. Time sheets required.

- 3. Request and Recommendation for Board of Education Approval of the Employment of John Helsel as the CTHS Electrical Technology Instructor.** **ELECTRICAL
INSTRUCTOR**

It is recommended by the Superintendent that the Board of Education approve John Helsel as the CTHS Electrical Technology Instructor effective September 1, 2023 at the rate of \$57,599 (BA Step 4). Mr. Helsel is currently anticipated to receive his Teacher of Electrical Trades (2523) certification from the NJDOE. Mr. Helsel will not begin without proper certification.

- 4. Request and Recommendation for Board of Education Approval of the Employment of Bart Rettew as the CTHS Mathematics Instructor.** **MATH INSTRUCTOR**

It is recommended by the Superintendent that the Board of Education approve Bart Rettew as a CTHS Mathematics Instructor effective September 1, 2023 at the rate of \$58,599 (BA Step 7).

- 5. Request and Recommendation for Board of Education Approval of 21st CCLC Summer Program Staff.** **21ST CENTURY
SUMMER STAFF**

It is recommended by the Superintendent that the Board of Education Approve the following staff for the 21st CCLC Summer Program from July 10, 2023 through August 3, 2023. Timesheets will be required. Staff will be funded via 21st CCLC grant and ESSER Funding sources.

Sarah Seeman (Substitute Teacher, as needed)

- 6. Request and Recommendation for Board of Education Approval of the Cell Phone Allowance for District Staff for the 2023-2024 School Year.** **CELL PHONE
ALLOWANCE**

It is recommended by the Superintendent that the following individuals be approved for cell phone allowances for the 2023-24 school year.

 - Michael Allen - \$900
 - Corrado Russico- \$900
 - David Seay- \$900
 - Larry Crawford- \$900
 - Linda Hannah -\$900

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
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- 7. Request and Recommendation for Board of Education Approval of Hiring Staff by the Superintendent Between Board of Education Meetings for the 2023-2024 School Year.**

**SUPERINTENDENT
TO HIRE BETWEEN
BOARD MEETINGS**

It is recommended by the Superintendent that the Board of Education grant approval to the Superintendent to hire staff as needed throughout the school year to be reaffirmed by the Board of Education at the Board meeting immediately following the hiring.

- 8. Request and Recommendation for Board of Education Approval to Pay for Chaperone Fees for the SCVTS Senior Trip from May 19, 2023 to May 24, 2023.**

**SENIOR TRIP
PAYMENT**

It is recommended by the Superintendent that the Board of Education approve the overnight chaperone fees for four (4) chaperones who attended the SCVTS Senior Trip from May 19, 2023 to May 24, 2023, six (6) nights total per SCVTS Union Contracts. This payment is beyond the historic four (4) day timeframe and are non-precedent setting. In the future, days beyond the four (4) day timeframe will be reviewed and granted/denied by the superintendent based on the time dedicated to working outside the four (4) days.

- 9. Request and Recommendation for Board of Education Approval for the Employment of BRIDGE Program Summer Staff.**

**SUMMER BRIDGE
STAFF**

It is requested by the Superintendent that the Board of Education approve the employment of BRIDGE and PET Program Staff listed below from July 6, 2023 through August 24, 2023.

Name	Position	Pay Rate
Matthew DiTizio	Instructor	\$42/hour
Bruce Connell	Instructor	\$42/hour
Robert Crowley	Instructor (new hire)	\$42/hour
Joel Norton	Instructor	\$42/hour
Tracy Foster	School Counselor	\$45/hour
CTHS Teaching Staff	Substitute or as needed	\$42/hour

- 10. Request and Recommendation for Board of Education Approval of Kim Connell-Miller to Review Student Sports Physicals and Related Documentation at an hourly rate of \$38 per hour.**

**SPORTS
PHYSICALS**

It is recommended by the Superintendent that the Board of Education approve Kim Connell-Miller to Review student Sports Physicals and Related documentation at an

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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hourly rate of \$38 per hour, as needed and approved by the CTHS principal. Timesheets required.

- 11. Request and Recommendation for Board of Education Approval of a Professional Membership in the New Jersey Association of School Administrators for the 2023-2024 School Year.** **PROFESSIONAL MEMBERSHIP NJSA**

It is recommended by the Superintendent that the Board of Education approve to pay for a professional membership in the New Jersey Association of School Administrators in the amount of \$1,866 for Jennifer Bates, Ed.D. for the 2023-2024 school year.

- 12. Request and Recommendation for Board of Education Approval of Professional Memberships for the 2023-2024 School Year.** **PROFESSIONAL MEMBERSHIP NJPSA**

It is recommended by the Superintendent that the Board of Education approve to pay for professional memberships for SCVTS Administrative Staff for the 2023-2024 school year. By negotiated contract administrators are entitled up to \$1250 in professional membership fees. The administrator, their association, and membership fees are listed below:

Maria Alleva - NJPSA - \$860
 Patrick Cruet - NJPSA - \$860
 Jason Helder - NJPSA - \$860
 Alicia Smith - NJASA - \$1,520
 Morgan Woods - NJPSA - \$860

- 13. Request and Recommendation for Board of Education Approval to Accept the Resignation of Eric Krise.** **RESIGNATION ERIC KRISE**

It is recommended by the Superintendent that the Board of Education accept the resignation of Eric Krise, Teacher of Electrical Technology at the Career and Technical High School effective June 30, 2023.

- 14. Request and Recommendation for Board of Education Approval to Accept the Resignation of John Herman.** **RESIGNATION JOHN HERMAN**

It is requested by the Superintendent that the Board of Education accept the resignation of John Herman, Work Based Learning Teacher-CTHS at the Career and Technical High School effective June 30, 2023.

- 15. Request and Recommendation for Board of Education Approval to Accept the Retirement Resignation of E. Helen Hoffman.** **RETIREMENT RESIGNATION E. HELEN HOFFMAN**

It is requested by the Superintendent that the Board of Education accept the retirement resignation of E. Helen Hoffman, Supervisor of Student Information, effective January 1, 2024.

ROLL CALL:

ROLL CALL VOTE

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

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In Favor 5 Abstain: 0 Opposed: 0

PROFESSIONAL DEVELOPMENT:

**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
NJ FFA State Convention Monmouth University West Long Branch, NJ May 26, 2023	Carly Chaapel	\$57.04 mileage	\$57.04
Determining Applications for Free and Reduced Price School Meals Rutgers EcoComplex, 1200 Florence-Columbus Rd, Bordentown, NJ August 10, 2023	Colleen Lewis Kaitlin Pedrick	Free Registration \$31.00 mileage	\$31.00
CEA International and Training Event Hyatt Regency Portland Portland, Oregon August 20-23, 2023	Angel Brown	\$520 registration \$660 airfare \$914 hotel Meals and incidentals per gsa guidelines	\$2394 Title II Adult Literacy Funds FY 24
GSETA 2023 Conference Hard Rock Hotel Atlantic City, NJ October 18-19, 2023	Hugh Dixon Veronica Dixon Sonya Saul	\$600 registration	\$1,800.00 Title II Adult Literacy Funds FY 24

ROLL CALL:

ROLL CALL VOTE

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

In Favor 5 Abstain: 0 Opposed: 0

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PROGRAMS:

- 1. Request and Recommendation for Board of Education Approval to Participate in the Community College Opportunity Grant for County Vocational School Districts (CCOG-CVT) with the New Jersey Higher Education Student Assistance Authority (HESAA) Starting January 2023.** CCOG-CVT GRANT

It is recommended by the Superintendents that the Board of Education approve to apply to participate in the CCPG-CVT pilot program initiative with the New Jersey HESSA to provide tuition-free or reduced tuition education to certain adult postsecondary students enrolled in career and technical education programs at participating institutions. County Vo-Tech courses will be approved to participate only if a NJ community college agrees to award academic credits to successful completers. SCVTS will partner with Salem Community College. The application packet is attached.
- 2. Request and Recommendation for Board of Education Approval of Expenses for Chaperones for the NJ FFA State Convention.** NJ FFA STATE CONVENTION

It is recommended that expenses incurred by the two (2) chaperones for the Salem County Vocational Technical School FFA Chapter to attend the NJ FFA State Convention from May 24, 2023 through May 26, 2023 totally \$41.62 be reimbursed per the gsa guidelines. Receipts are required for reimbursement of expenses incurred.
- 3. Request and Recommendation for Board of Education Approval of a Program Agreement with Liberty Science Center and the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2023 summer program.** 21ST CENTURY SALEM COUNTY ACHIEVERS

It is recommended by the Superintendent that the Board of Education approve Liberty Science Center to provide the SCVTS 21st CCLC Salem County Achievers summer program hosted at the SCVTS Career and Technical High School with programming exploring ecology through forensic science. The program will run once a day, for four days (July 19, July 20, July 25, and July 26). The total cost of the program is \$1,200, which is fully funded through the 21st CCLC grant
- 4. Request and Recommendation for Board of Education Approval of Counseling Services for the 21st CCLC Salem County Achievers Summer Program for the 2022-2023 School Year.** COUNSELING 21ST CENTURY

It is recommended by the Superintendent that the Board of Education approve Counseling Services with Dr. Ayrin Hnosko, PhD., LCSW for the 21st CCLC Salem County Achievers Summer Program for the 2023 session. Dr. Hnosko will provide group and individual therapy sessions as per her approved service provider contract. The cost of the counseling will be paid from the 21st CCLC grant funds and/or ARP ESSER funds. All services are part of a previously approved service contract and will be invoiced as per policy.
- 5. Request and Recommendation for Board of Education Approval of the Community Food Bank of New Jersey, Inc. to Provide Nutrition and Fitness Education to Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2023 Summer Program.** FOOD BANK FOR 21ST CENTURY

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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It is recommended by the Superintendent that the Board of Education approve the Community Food Bank of New Jersey, Inc. to provide NJ SNAP-Ed nutrition and fitness education to the SCVTS 21st CCLC Salem County Achievers summer program hosted at the SCVTS Career and Technical High School. The program will be for one (1) hour of instruction every Monday at no cost to the district.

6. Request and Recommendation for Board of Education Approval for the Salem County Sheriff’s Office to Conduct Sessions for the 21st CCLC Salem County Achievers 2023 Summer Program.

**21ST CENTURY
SHERIFFS OFFICE**

It is recommended by the Superintendent that the Board of Education approve the Salem County Sheriff’s Office to conduct sessions for the 21st CCLC Salem County Achievers 2023 Summer Program on July 11, July 18, July 25 and August 1, 2023. The sessions will be provided at no cost.

7. Request and Recommendation for Board of Education Approval of Curriculum In Action Experiences for the Salem County Vocational Technical Schools.

**CURRICULUM IN
ACTION**

It is recommended by the Superintendent that the Board of Education approve the curriculum in action field trips for the Salem County Vocational Technical Schools. Experiences for approval are listed in the attached chart.

8. Request and Recommendation for Board of Education Approval for the BRIDGE and PET Program Summer Session.

**BRIDGE & PET
SUMMER
PROGRAM**

It is requested by the Superintendent that the Board of Education approve the BRIDGE and PET Program summer session from July 6, 2023 through August 24, 2023. The program will operate Tuesday and Thursdays from 11:00am-2:00pm. Transportation is provided at no cost to students. All curriculum in action trips will be approved as per policy.

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

FACILITY USE

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.

ROLL CALL:

ROLL CALL VOTE

Action: Approved X Disapproved Held for Study
 Motion by: Ransome
 Second by: Halter
 Mr. Davis Y Mr. Ransome Y
 Mr. Donelson Y Ms. Bomba Y
 Mr. Halter Y Ms. Nicolosi
 Mrs. Smith
 In Favor 5 Abstain: 0 Opposed: 0

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

**BOARD SECRETARY
BUSINESS
ADMINISTRATOR
REPORT**

A. Board Secretary Report

**BOARD SECRETARY
REPORT**

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


_____ July 3, 2023
Business Administrator/Board Secretary Date

B. Reconciliation of Cash for School Funds Report

**RECONCILIATION
OF CASH**

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

C. Board Secretary Certification

**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

**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

**TRANSFER OF
FUNDS**

It is recommended that the Board of Education approve the transfer of funds for May 2023.

F. Warrants

WARRANTS

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

- Warrants for the period of June 30, 2023 in the amount of \$895,581.05.
- SCSSSD Payroll for Period ending June 15, 2023 in the amount of \$414,951.36.
- SCSSSD Payroll for Period ending June 30, 2023 in the amount of \$450,267.33.

ROLL CALL:

ROLL CALL VOTE

Action: Approved X Disapproved _____ Held for Study _____
Motion by: Halter
Second by: Davis
Mr. Davis Y Mr. Ransome Y

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

In Favor 5 Abstain: 0 Opposed: 0

G. Board Secretary/Business Administrator New Business:

**BOARD SECRETARY
NEW BUSINESS**

- 1. It is Recommended that the Board of Education Approve the Following Resolution -
Appointments and Designation for Insurance Broker, Business Administrator,
Qualified Purchasing Agent, Architect, Regulatory Services, Computer Financial
Software License, Board Solicitor, School Physician, Board Secretary, Special
Counsel for the 2023-2024 School Year.**

APPOINTMENTS

Resolution authorizing the appointments for “professional services” for a one year term commencing July 1, 2021 through June 30, 2022.

- a. **Insurance Broker of Record**
 - 1. Gloucester, Cumberland, Salem School District Joint Insurance Fund (General)
 - 2. Conner Strong Buckelew (Student Accident)
- b. **Business Administrator**
Mr. Frank H. Maurer, III
- c. **Qualified Purchasing Agent**
Mr. Frank H. Maurer, III
- d. **Architect**
Garrison Architects
- e. **Regulatory Services**
Epic Environmental
- f. **Health Benefits of Records**
Brown & Brown
- g. **Computer Financial Software License**
Genesis Educational Services, Inc.
- h. **Board Solicitor**
Mark Toscano of Comegno Law Group, P.C.
- i. **School Physician**
Christiana Care Health Services
- j. **Board Secretary**
Mr. Frank H. Maurer, III
- k. **Special Counsel**
McManimon, Scotland, & Bauman, L.L.C.
McCrosson & Stanton, L.L.C.
- l. **Computer Student Data Software**
RealTime
- m. **Policy and Regulations**
Strauss Esmay
- n. **Auditor**
Nightlinger, Colavita & Volpa

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- 2. It is Recommended that the Board of Education Approve the Depository of School Funds & Account Signatories for the 2023-2024 School Year.**
“Fulton Bank of New Jersey”

**SCHOOL FUNDS
SIGNATURES**

Account	Fund	Title
#0093577702	Salary/Payroll Account	Board President, Board Secretary (One of two signatures required)
#0093577711	Agency Account	Board President, Board Secretary (One of two signatures required)
#0093577690	General Account	Board President*, Board Treasurer, Board Secretary Alternate: Board Vice President* (Two of three signatures required)
#0006014089	Salem County Special Services Account (Health-Aflac)	Aflac Representatives (Two of three signatures required)
#0006011543	Student Activity Account	Board Secretary, Superintendent (Two of two signatures required)
#0006009344	Gifts and Donations Account	Board President, Board Secretary (Two of two signatures required)

- 3. It is Recommended that the Board of Education Approve the following SCSSSD District Assignments of Staff for the 2023-2024 School Year.**

**DISTRICT
ASSIGNMENTS**

It is recommended that the Board of Education approve the following appointment of district assignments:

Title	Personnel
Affirmative Action Officer	Kathleen Pompper
Asbestos Hazard Emergency Response Act (AHERA) Compliance Officer	Randy Wentzell
Right-to-Know Compliance Officer	Randy Wentzell
Public Agency Compliance Officer	Frank H. Maurer, III
Custodian of Records (except student records)	Frank H. Maurer, III
Custodian of School Records	Rebecca Cruz-Guy, James Helder, Brian Cummings
Section 504 Compliance Officer	Dr. Marjorie Wentzell
Title IX Coordinator	Kathleen Pompper

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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ADA Coordinator	Kathleen Pompper
Chemical Hygiene Officer	Randy Wentzell
Emergency Management Officer	Rebecca Druz-Guy, James Helder, Brian Cummings
Integrated Pest Management Coordinator	Randy Wentzell
Anti-Bullying Coordinator	Kathleen Pompper
Work Based Learning	Oliver Avis, Michelle Brown
Homeless Children Officer	Rebecca Cruz-Guy, James Helder, Brian Cummings
Child Abuse Liaison	Rebecca Druz-Guy, James Helder, Brian Cummings
Drug Free School Zone Liaison	Rebecca Druz-Guy, James Helder, Brian Cummings
Issuance Officer for Working Papers	Rebecca Druz-Guy, James Helder, Brian Cummings
Special Education Coordinator	Rebecca Druz-Guy, James Helder, Brian Cummings
Technology Supervisor/ LEA PARCC IT Contact	Harry Rodriguez
State Testing Coordinator	Jennifer Bates/Alicia Smith
District Education Stability Liaison	Shawn Rebman
Bilingual/ESL Point of Contact	Frances Acevedo/Sol Flores/Rebecca Cruz-Guy
School Nurse	Jane Smith, Karen Ingemi, Justin Moore, Christine Longo
Food Service Director	Roland Carter
District Organizational Chart	Attachment
Anti-Bullying Specialist	Kristen Maltman, Maureen Lewis, Dr. Karen Stallings, Hunter Brelsford, Christopher Jones
School Safety Specialist	Frank H. Maurer, III
Transportation Coordinator	Rebecca Danner

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Safety and Health Officer	Frank H. Maurer, III
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- 4. It is Recommended that the Board of Education Approve the Petty Cash Usage at the Following Campuses for the Stated Amounts for the 2023-2024 School Year.** It is recommended that the Board of Education approve the Petty Cash funds for the 2023-2024 school year as follows:

PETTY CASH

Campus	Amount
Daretown	\$200.00
Cumberland	\$400.00
Related Services	\$200.00
Regional Day School/Salem	\$200.00
District Office	\$200.00

- 5. It is Recommended that the Board of Education Approve the South Jersey Times as the Official Newspaper for the 2023-2024 School Year.**

South Jersey Times
 Elmer Times

OFFICIAL
 NEWSPAPER

- 6. It is Recommended that the Board of Education Approve the Following Policy Statements for the 2023-2024 School Year.**

It is recommended that the organized Board of Education accept and reaffirm the previous curriculum and textbooks, policies (including pupil records), practices, job descriptions, and procedures of the Board of Education for Special Services School District and Vocational Technical School District of the County of Salem.

POLICY STATEMENT

NOTE: Except as otherwise provided by law, regulations of the State Department of Education, or by this Board of Education, meetings of the Board of Education for SSSD and VTSD of the County of Salem will be conducted in accordance with Robert’s Rules of Order, Revised Legal Reference: N.J.S.A.18A:11-1 General mandatory Powers and Duties.

- 7. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the Board of School Estimate.**

It is recommended that the Board of Education approve the appointment of two Board members to the Board of School Estimate and approval of the appointment of an Alternate of the same.

1. SMITH
2. BOMBA
- A. HALTER

BOARD OF SCHOOL
 ESTIMATE

- 8. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the NJSBA Legislative Delegate and Alternate.**

NJSBA

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It is recommended that the Board of Education approve the appointment of a Board member as the NJSBA Legislative Delegate and approval of the appointment of an Alternate to the same.

- 1. DAVIS
- A. HALTER

9. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the SCSBA Executive Committee. SCSBA

It is recommended that the Board of Education approve the appointment of a Board member as the SCSBA Executive Committee Representative Delegate and approval of the appointment of an Alternate to the same.

- 1. DONELSON
- 2. RANSOME
- A. HALTER

10. It is Recommended that the Board of Education Approve Two Board Members and an Alternate to the New Jersey Council of County Special Services Schools Representatives. NJCCSSS

It is recommended that the Board of Education approve the appointment of a Board member as the NJCCSSS Representative and approval of the appointment of an Alternate to the same.

- 1. HALTER
- 2. BOMBA
- A. DAVIS

ROLL CALL

ROLL CALL

Action:	Approved	Disapproved	Held for Study
Mr. James Davis	Y	Mr. Earl Ransome	Y
Mr. Linwood Donelson III	Y	Mrs. Patricia Bomba	Y
Mr. Daryl Halter	Y	Ms. Margaret Nicolosi	
Mrs. Julie Smith			
In Favor	5	Abstain:	0
		Opposed:	0

11. It is Recommended that the Board of Education Grant Approval of Warrants between Board of Education Meetings for the 2023-2024 School Year. WARRANTS

It is recommended that the Board of Education authorize the Business Administrator to pay any additional bills due and owing and make transfer of funds necessary between Board of Education meetings for the 2023-2024 school year for the Salem County Special Services School District. A list of bills paid and transfers made will be provided at the next Regular Board of Education Meeting.

12. Request and Recommendation for Board of Education Approval of the Use of Indeed.com and NJ SchoolJobs.com as an Official Job Posting Sites for the 2023-2024 School Year. JOB POSTINGS

- a. Indeed.com cost is free.
- b. NJ School Jobs.com \$1000 for both districts.

13. Request and Recommendation by the Business Administrator for Board of Education Approval of the GCSSSD Transportation Contracts. TRANSPORTATION CONTRACTS

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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It is recommended that the Board of Education approve the GCSSD Transportation Contracts provided for transportation services for the Extended School year and the 2023-2024 school year.

14. Request and Recommendation for Board of Education Approval of the Contract List for 2022.

CONTRACT LIST

It is recommended by the Business Administrator that the Board of Education approve the attached list of Vendors and Contract amounts for the 2022 Calendar Year.

15. Request and Recommendation by the Business Administrator for Board of Education Approval of the Contract with Moby Max.

MOBY MAX

It is recommended that the Board of Education approve the contract with Moby Max for software programming at the cost of \$2,495 for a one year subscription.

16. Request and Recommendation by the Business Administrator for Board of Education Approval of the Contract with Learning A-Z.

LEARNING A-Z

It is recommended that the Board of Education approve the contract with Learning A-Z for software programming at the cost of \$3693.60 for a one year subscription.

17. Request and Recommendation by the Business Administrator for Approval of Tri-County Pest to Conduct Integrated Pest Management Services from July 1, 2023 until June 30, 2024.

TRI-COUNTY PEST

It is recommended by the Business Administrator that the Board of Education approve a Contract with Tri County Pest to conduct integrated pest management for the buildings of Salem County Special Services School District at the monthly cost of \$36.75 per building (\$1,323 annually).

18. Request and Recommendation for the Board of Education to Approve Record Management Services to Provide Annual Maintenance of Records Storage in the Amount of \$2,000 for both districts.

RECORDS
MANAGEMENT

It is requested and recommended that the Board of Education approve Record Management Services, of Vineland, NJ, to provide annual maintenance and archiving of record storage in the amount of \$2,000 for both districts. They will organize the boxes in storage, label them, do an inventory database of boxes stored, do destructions once a year, and present a final report and access database containing updated inventory.

19. Request and Recommendation for Board of Education Approval to Accept Agreement with ProAsys Water Treatment.

PROASYS

It is recommended by the Business Administrator to approve the Agreement with ProAsys Water Treatment for Service on the Boilers at a cost of \$1,700.00 for the 2023-2024 School Year.

20. Request and Recommendation by the Business Administrator for Board of Education Approval of a Contract with Strauss Esmay Associates, LLP for Policy Alerts & Support System (PASS), Online Maintenance Fees, Public Assess Fees for Bylaws & Policies and Regulations in the Amount of \$3,845 for the 2023-24 School Year

STRAUSS ESMAY

It is requested that the Board of Education approve a contract with Strauss Esmay Associates, LLP for Policy Alerts and Support System (PASS), Online Maintenance Fees, Public Assess Fees for Bylaws, Policies, and Regulations in the amount of \$3,845

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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for the 2023-2024 school year. This will provide website access. The cost will be shared with SCVTS.

- 21. Request and Recommendation for Board of Education Approval of the State Contracts and Listings and Authorizing the Business Administrator to Use Any and All State Contracts for the 2023-2024 School Year.** STATE CONTRACTS
It is requested that the Board of Education approve the State Contract and Listings and authorizing the Business Administrator to use any and all state contracts for the 2023-2024 school year. The State Contracts and Listings will be in the file in the Business Office and can also be found at Hunterton County Educational Services Commission website.
- 22. Request and Recommendation by the Business Administrator That The Board of Education Approve Comegno Law Group for Legal Services for the 2023-2024 School Year.** COMEGNO LAW
It is requested by the Business Administrator that the Board of Education approve Comegno Law Group for legal services for the 2023-24 school year. The rates would be \$180 per hour for attorney legal services, \$85.00 per hour for paralegals, and \$850 for board meetings.
- 23. Request and Recommendation for Board of Education Approval of the Food Service Agreement with SCVTS Food Service.** FOOD SERVICE
It is recommended by the Business Administrator that the Board of Education approve the Food Service Agreement with Salem County Vocational Technical Schools Food Service Department from July 1, 2023 until June 30, 2024 under resolution 0623. The agreement is to provide breakfast and lunch services as submitted through the Food and Nutrition Electronic Services Agreement.
- 24. Request and Recommendation by the Business Administrator That The Board of Education Approve Garrison Architects as the Architects of Record for the 2023-2024 school year.** ARCHITECT
It is requested by the Business Administrator that the Board of Education approve Garrison Architects as the Architect of Record for the 2023-2024 School Year.
- 25. Request and Recommendation by the Business Administrator That The Board of Education Approve Nightlinger, Colavita, Volpa, PA as the Auditors for the 2023-2024 school year.** AUDITOR
It is requested by the Business Administrator that the Board of Education approve Nightlinger, Colavita, Volpa, PA as the Auditors for the 2023-2024 School Year at the rate of \$24,600.
- 26. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Proposal from Reliable Power Plus for 2023-2024.** RELIABLE POWER
It is recommended by the Business Administrator that the Board of Education approve the proposal from Reliable Power Plus for inspection and regular maintenance on the generators at an annual cost of \$525.00 for 2023-2024.
- 27. Request and Recommendation of the Business Administrator for the Board of Education to Approve annual contract with CorePoint** CORE POINT

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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It is recommended by the Business Administrator to approve the acceptance of the quotations from CorePoint for phone system support at Daretown and Cumberland at the cost of \$3,951.

28. Request and Recommendation of the Business Administrator for the Board of Education to Approve annual contract with Go Guardian GO GUARDIAN

It is recommended by the Business Administrator to approve the acceptance of the quotation from Go Guardian for device agnostic and filtering software at a cost \$3,060.

29. Request and Recommendation for Board of Education Approval of EPIC Environmental as the Regulatory Service for the 2023-2024 school year. EPIC

It is requested by the Business Administrator that the Board of Education approve EPIC Environment as the Regulatory Service for the 2023-2024 School Year at the rate of \$1,500 for RTK Compliance and an additional \$520 for AHERA Compliance.

30. Request and Recommendation of the Business Administrator for the Board of Education to Approve Nursing Services Contract with The Wright Choice, LLC for 2023-2024. WRIGHT CHOICE

It is recommended by the Business Administrator that the Board of Education approve the acceptance of the rates from Wright Choice for July 1, 2023 until June 30, 2024.

31. Request and Recommendation for Board of Education Approval of the Chemical Hygiene Plan for 2022-23 CHEMICAL HYGIENE PLAN

It is recommended that the Board of Education approve the Chemical Hygiene Plan for 2023-2024.

32. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Support Service Agreement for Daretown Campus from CM3 for 2023-2024. CM3 DARETOWN

It is recommended by the Business Administrator that the Board of Education approve the support service agreement for Daretown Campus from CM3 for inspection and regular maintenance on the HVAC units, including Preferred Labor and Materials at an annual cost of \$7,700 for 2023-2024.

33. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Upgrades to the SCSSSD Cyber Security Through CorePoint for 2023-2024. CORE POINT DARETOWN

It is recommended by the Business Administrator that the Board of Education approve the cyber security upgrades for SCSSSD. The SPELLJIF requires more robust cyber security for coverage. This plan will include Fortinet EDR solution which will help check the MDR/SOC boxes for insurance. EDR is endpoint detection and response along with security operations center monitoring. This is what most insurance companies are looking for to be compliant. The second quote is the FortiAuthenticator which is multi-factor authentication login. This is for administrative login credentials for important share folders, servers, VPN ext. The only other piece to this is a disaster recovery plan and business continuity plan which we can definitely help with as well. The annual cost of cyber protection is \$37,565 for FortiEDR and \$21,995 for VM Authenticator for the 2023-2024 school year.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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- 34. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Support Service Agreement for Cumberland Campus from CM3 for 2023-2024.** **CM3 CUMBERLAND**
It is recommended by the Business Administrator that the Board of Education approve the support service agreement for Cumberland Campus from CM3 for inspection and regular maintenance on the HVAC units, including Preferred Labor and Materials at an annual cost of \$13,772 for 2023-2024.
- 35. Request and Recommendation for Board of Education Approval of the Bond Renewal for Frank H. Maurer, III.** **MAURER BOND**
It is requested by the Business Administrator that the Board of Education approve the Surety Bond renewal for Frank H. Maurer, III in the amount of \$434 from June 1, 2023 until May 31, 2024.
- 36. Request and Recommendation of the Business Administrator for the Board of Education Approval of the NJASA Technology Membership for Frank Maurer.** **NJASA MAURER**
It is recommended by the Business Administrator that the Board of Education approve the NJASA Technology Membership for Frank Maurer at a cost of \$695 for the 2023-2024 School Year.
- 37. Request and Recommendation of the Superintendent for Board of Education Approval of the Cell Phone Allowance for District Staff for the 2023-2024 School Year.** **CELL PHONES**
It is recommended by the Superintendent that the following individuals be approved for cell phone allowances for the 2023-2024 school year.
Harry Rodriguez - \$900
Randy Wentzell - \$900
Dalton Hughes - \$900
Wayne Data - \$900
- 38. Request and Recommendation by the Business Administrator for Approval of the Renewal of the Contract with Blackboard Connect.** **BLACKBOARD CONNECT** It is recommended by the Business Administrator that the Board of Education approve the renewal of the contract with Blackboard Connect for services from July 1, 2023 through June 30, 2024 at a cost of \$6,507. The services and cost will be shared equally between both districts.
- 39. Request and Recommendation for Board of Education Approval to Increase the Mileage Reimbursement Rate Effective July 1, 2023.** **MILEAGE REIMBURSEMENT**
It is recommended by the Business Administrator for Board of Education approval to increase the mileage reimbursement amount from \$0.35 per mile to \$0.47 per mile effective July 1, 2023 in accordance with the Fiscal Year 2023 Appropriations Act. Mileage allowance in lieu of actual expenses of transportation is allowed for an employee traveling by personal automobile on official business at the rate authorized by the State Appropriations Act.
- 40. Request and Recommendation for Board of Education Approval of the Cancellation of Check 0524** **CANCELLATION OF CHECK 0524**
It is recommended by the Superintendent that the Board of Education approve the cancellation of check 0524 to Keith Henderson.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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41. Request and Recommendation for Board of Education Approval of the Cancellation of Check 0899 & 0015

CANCELATION OF CHECK 0899 & 0015

It is recommended by the Superintendent that the Board of Education approve the cancellation of check 0899 to Frank Maurer.

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

CURRICULUM IN ACTION

It is recommended by the Superintendent that the Board of Education approve the curriculum in action field trips for the Salem County Special Services. Experiences for approval are listed in the attached chart.

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

FACILITIES USE

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.

44. Request and Recommendation by the Business Administrator to Approve Contracts with Associated Fire Protection

ASSOCIATED FIRE

It is recommended by the Business Administrator that the Board of Education approve entering contracts with Associated Fire Protection for fire extinguisher inspection:

- a. Cumberland Campus \$261
- b. Daretown Campus \$133
- c. Salem (RDS) Campus \$253

45. Request and Recommendation by the Business Administrator to Approve Entering into A Scope of Work Agreement with Atlantic City Electric

SCOPE OF WORK AC ELECTRIC

It is recommended by the Business Administrator that the Board of Education approve entering a scope of work agreement with Atlantic City Electric. The scope of work agreement would provide the following:

- A. Daretown Campus - LED lighting. Project cost is \$34,339.83. District cost of \$17,169.81.

ROLL CALL:

ROLL CALL

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

In Favor 5 Abstain: 0 Opposed: 0

XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

REPORT OF THE SUPERINTENDENT

A. New Business:

NEW BUSINESS

PERSONNEL:

PERSONNEL

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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1. Certificated Staff to Provide Mentors to the Novice Instructors for the 2022-23 and 2023-24 School Years.

**MENTORS 22-23
23-24**

It is recommended by the Superintendent that the Board of Education approve the Mentors and Mentees for the '22-'23 and '23-'24 School years.

a.

Mentor	Mentee	Certification	Years
Melissa Dickson	Kurt Pillis	CEAS \$550	'22-'23
Carrie Bermudez	Howard Fishman	CE \$1100	'22-'24
Brian Cummings	Brooke Bitzer	CE \$1100	'22-'24
Brian Cummings	Shannon Jones	CEAS \$550	'22-'23
Kim Connell-Miller	Justin Moore	CE \$1100	'22-'24
Nicole Kelly	Amanda Nichols	CEAS \$550	'22-'23
Melissa Dickson	Gwendolyn Scott	CE \$1100	'22-'24
Christina Calabrese-Stone	Brenden Bell	CE \$1100	'23-'25

2. It is recommended that the Board of Education Approve the Transfer of Sarah Jackson

**TRANSFER SARAH
JACKSON**

It is recommended that the Board of Education approve the transfer of Sarah Jackson from Confidential Business Office Assistant to Confidential Business Office Assistant to the Business Administrator.

3. It is recommended that the Board of Education Approve the Transfer of Tyler Day

**TRANSFER TYLER
DAY**

It is recommended that the Board of Education approve the transfer of Tyler Day from Instructor - Salem Campus to Instructor - Daretown Campus.

4. It is recommended that the Board of Education Approve the Transfer of Lisa Davis

**TRANSFER LISA
DAVIS**

It is recommended that the Board of Education approve the transfer of Lisa Davis from Instructor - Upper Pittsgrove Campus to Instructor - Salem Campus.

5. It is recommended that the Board of Education Approve the Transfer of Brenden Bell

**TRANSFER
BRENDEN BELL**

It is recommended that the Board of Education approve the transfer of Brenden Bell from Paraprofessional-Upper Pittsgrove to Elementary Instructor- Daretown at MA-1 \$61,969, effective 9/1/2023. Mr. Bell will be assigned a mentor and begin the provisional certification process.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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6. It is recommended that the Board of Education Approve the Additional ESY Staff

ESY STAFF

It is recommended that the Board of Education approve the additional ESY Staff for the 2023 ESY program:

Tyler Day - Coordinator to ½ Coordinator
Bridgit Cerone ½ Coordinator
Michelle Brown ½ Coordinator
Christopher Beck 1-1 Aide
Summer Gray 1-1 Aide
Diana Karr 1-1 Aide
Uriah King 1-1 Aide
Kaylee Meehan 1-1 Aide
Carlie Rieck 1-1 Aide
Katrina Sluder 1-1 Aide
Gianna Taylor 1-1 Aide
Sydney Taylor 1-1 Aide
Hailey Woody 1-1 Aide
Ryan Hopp 1-1 Aide
Shay Fourman Teacher
Jessica Wolfe Teacher

7. It is recommended that the Board of Education Approve the Retirement Sick Day Payout of Vivian Hampshire.

SICK PAY OUT
HAMPSHIRE

It is recommended that the Board of Education approve the retirement sick day payout of sick days to Vivian Hampshire. The salary guide for Administrative Assistant is as follows:

- The employee must be eligible to receive benefits under the employee's retirement plan and have not less than ten (10) years of employment with the Salem County Special Services and Vocational Board of Education.
- The compensation shall be paid at the rate of \$75.00 per day for each earned, but unused, day of sick leave remaining as of the date of retirement.
- In no event shall the Board be required to pay more than \$7,500.00 per employee for the benefit set forth in this Article.
- Mrs. Hampshire is eligible for the payout of \$5,821.88 for 77.625 days.

8. It is recommended that the Board of Education Approve the Retirement Sick Day Payout of Patricia MacLane.

SICK PAYOUT
MACLANE

It is recommended that the Board of Education approve the retirement sick day payout of sick days to Patricia MacLane. The payment for unused sick leave for SCVTS staff is as follows:

- Upon retirement to immediately collect a pension from TPAF or PERS:
\$75 per unused day
Maximum payment \$7,500
- Ms. MacLane is eligible for the payout of \$7,500 (max) for 156.5 days at \$75 per day.

SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT

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- 9. It is recommended that the Board of Education Grant Approval of Hiring Staff by the Superintendent Between Board of Education Meetings for the 2023-2024 School Year.**

**SUPERINTENDENT
HIRING BETWEEN
BOARD MEETINGS**

It is recommended that the Board of Education grant approval to the Superintendent to hire staff as needed throughout the school year to be reaffirmed by the Board of Education at the Board meeting immediately following the hiring.

- 10. It is recommended that the Board of Education Grant Approval of the NJFLA for Angela Rodriguez**

**NJFLA A.
RODRIGUEZ**

It is recommended that the Board of Education grant approval of the NJFLA request for Angela Rodriguez from on or about June 1, 2023 through July 27, 2023 totaling 8 weeks.

- 11. It is recommended that the Board of Education Grant Approval of the Resignation of Mary Reilly**

**RESIGNATION
MARY REILLY**

It is recommended that the Board of Education grant approval of the resignation of Mary Reilly effective August 31, 2023.

ROLL CALL:

ROLL CALL

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

In Favor 5 Abstain: 0 Opposed:
 0

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 Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
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**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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Determining Applications for Free and Reduced Price School Meals Rutgers EcoComplex, 1200 Florence-Columbus Rd, Bordentown, NJ August 10, 2023	Colleen Lewis Kaitlin Pedrick	Free Registration \$31.00 mileage	\$31.00
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ROLL CALL:

ROLL CALL VOTE

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

In Favor 5 Abstain: 0 Opposed: 0

XV. AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION / BOARD COMMENT

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 or general comments on non-agenda 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. 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. Wait to be recognized before making your comments.
4. Limit your comments to the specific resolution.
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 minute. 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.

XVI. RECESS INTO EXECUTIVE SESSION - None

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,

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

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

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

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

- 4. Matters concerning negotiations, and specifically:

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

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

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

- 8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically: _____
- 9. Matters involving quasi-judicial deliberations, and specifically:

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board of Education will/will not return to open session to conduct business at the conclusion of the executive session.

