

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

Regular Board of Education Meeting
880 Route 45, Woodstown, NJ 08098
Tuesday, September 26, 2023 at 7:00 p.m.

AGENDA

I. PLEDGE OF ALLEGIANCE TO THE FLAG

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

II. CALL TO ORDER

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Salem County Special Services and Vocational Technical School District's Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the South Jersey Times and Elmer Times, and at the entrances of 404 Daretown Road, Elmer; 13 Ramah Road, Bridgeton; 45 Cheney Road, Woodstown; and 880 Route 45, Woodstown.

III. ROLL CALL

Mr. James Davis	_____	Mr. Earl Ransome	_____
Mr. Linwood Donelson III	_____	Mrs. Patricia Bomba	_____
Mr. Daryl Halter	_____	Ms. Margaret Nicolosi	_____
Mrs. Julie Smith	_____	Mr. Brian Pio (Student)	_____

IV. MINUTES

It is recommended that the Board of Education approve the Minutes and Executive Minutes of the August 22, 2023 Board of Education Meeting.

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

V. ADDENDA

A. Acceptance of Agenda Addenda Items SCVTS

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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B. Acceptance of Agenda Addenda Items SCSSSD

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

VI. AUDIENCE PARTICIPATION I

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting.

Members of the public are encouraged to speak during this public portion of the meeting to comment on any agenda or agenda addendum items. Complaints stated, or actions requested by the public, will be taken under consideration at a later time/date. All comments shall be directed to the President of the Board of Education. Opportunity will be provided later in the agenda for general comments on non-agenda items. When addressing the Board of Education, please respect the following procedure:

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the resolution on which you will be commenting.
4. Wait to be recognized before making your comments.
5. Limit your comments to the specific resolution.
6. Time will be limited to 3 minutes per speaker. Another speaker may transfer their time to a speaker to increase the total time to 6 minute. However, the person transferring time loses their time to comment.
7. Comments from the public will not have a response from the Board of Education.

VII. BOARD OF EDUCATION BUSINESS

A. New Business-

1. **Request Approval for the Board of Education and District Administrators to attend the NJSBA Annual Workshop in Atlantic City, NJ October 23-25, 2023**

It is requested that the Board of Education approve the attendance of all Board of Education and District Administrators, including the Director of Building and Grounds, to attend the NJSBA Annual Workshop in Atlantic City, NJ October 23-25, 2023. Hotel accommodations will be at Bally's for the nights of October 23 and 24.

B. Old Business

C. Correspondence-

D. Presentations

1. **Students of the Month - September 2023**

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- a. Daretown - Ky'Mere Land
 - b. RDS-Salem - Taivon Kerr
 - c. Cumberland - Isaac Marin
 - d. Cumberland - Jasmin Emory
 - e. SCVTS - Joshua Toms
2. Interim QSAC Placement for SCVTS
- a. DPR Interim Review
 - b. Interim NJQSAC Placement

ROLL CALL:

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

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

A. Board Secretary Report

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the months of July 2022. 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.

_____ September 27, 2022
Business Administrator/Board Secretary 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 months of July 2022. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of July 2022.

C. Board Secretary Certification

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

D. Board of Education Certification

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

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E. Transfer of Funds

There are no transfers to report.

F. Warrants

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

- SCVTS Payroll Period Ending August 15, 2023 in the amount of \$143,267.83
- SCVTS Payroll Period Ending August 30, 2023 in the amount of \$106,963.04
- Payments for the period of August 2023 in the amount of \$935,907.13

ROLL CALL:

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

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation for Board of Education Approval of a Memorandum of Understanding between Mid-Atlantic States Career and Education Center and the Salem County Vocational Technical School District.

It is recommended by the Business Administrator that the Board of Education approve a Memorandum of Understanding between Mid-Atlantic States Career and Education Center and the Salem County Vocational Technical Schools in partnership with the NJ Offshore Wind and Skills Development Program and is in effect for 27 months beginning July 5, 2023. The purpose of this MOU is to provide services for the creation of a comprehensive curriculum and program to educate, train, support, and place in long-lasting, well-paying, skilled, and unskilled jobs for the next generation of workers to support New Jersey's burgeoning offshore wind industry.

2. Request and Recommendation for Board of Education Approval of the Contract with Field Lining and Painting Services.

It is recommended by the Business Administrator that the Board of Education approve a contract with Field Lining and Painting Services for the 2023-2024 school year for the SCVTS soccer fields in the amount of \$3,575.

3. Request and Recommendation for Board of Education Approval of Educational Consultant Deaf Services for Student S.A.

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It is recommended by the Business Administrator that the Board of Education Approve Educational Consultant Deaf Services for student S.A. for the 2023-2024 school year. These services will be provided by the Gloucester County Special Services School District 4 times per year for a total of 8 hours at \$147.00 per hour for a total expense to the District of \$1,176,00. These services will be paid from IDEA funds.

4. Request and Recommendation for Board of Education Approval of the Nursing Services Agreement for 2023-2024 School Year

It is recommended by the Business Administrator that the Board of Education approve the Nursing Services Agreement with Christiana Care Health System for the 2023-2024 school year.

5. Request and Recommendation for Board of Education Approval of PSISJS, of Stratford, NJ, to Provide the Off-Site Maintenance and Storage of PowerSchool for the 2023-2024 School Year in the Amount of \$20,000.

It is recommended by the Superintendent that the Board of Education approve PSISJS, of Stratford, NJ, to provide the off-site hosting and technical support of PowerSchool from July 1, 2023 to June 30, 2024 for the amount of \$20,000.

6. Request and Recommendation for Board of Education Approval of Four M Vending Service for vending equipment.

It is recommended that the Board of Education approve the attached proposal from Four M Vending Service to provide vended items at the Salem Campus, including location, commission, and program information for the 23-24 school year.

7. Request and Recommendation for Board of Education Approval of a Refund to an Adult Program Student.

It is recommended by the Business Administrator for Board of Education approval to refund tuition in the amount of \$100 to Aleesha Johnson, an Adult CNA student. Ms. Johnson made a partial payment prior to being fully funded through the CCOG-CVT grant.

8. Request and Recommendation of the Board of Education Approval to Award a Contract for Linen Services for the Culinary Arts and Food Services Department for the 2023-24 School Year.

It is recommended that the Board of Education grant approval to award a contract for Linen Services for the Culinary Arts and Food Services Department for the 2023-24 School Year. Quotations were sent to six vendors; one vendor replied, Churchill Linen Services, Inc. (dba/Wildwood Linen Supply, Wildwood, NJ). The prices must remain in effect through June 30, 2024. The following shows the products highlighted in bold print based on quantities offered.

DESCRIPTION	WILDWOOD LINENS (Stokes Laundry)	MONTHLY USAGE
	PRICE EACH	
Kitchen Towels 100% Cotton 14" x 24"	0193	300

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Barber Towels Terry Cloth 15" x 24"	.24	800
Bib Aprons (55%Cotton/45%Polyester Straight Cut) White 32" x 38"	.53	300
Table Covers White 52" x 52" Special Occasion	.70	N/A
Table Covers White (Inventory 10) 72" x 72"	.94	30
Table Covers White (Inventory 25) 54" x 120"	2.60	30
Table Covers Burgundy 72" x 72" Special Occasion	.88	N/A
Table Covers Navy Blue 72" x 72" Special Occasion	.88	N/A
Napkin Burgundy 20" x 20" Special Occasion	.17	N/A
Napkin White 20" x 20" Special Occasion	.17	N/A
Napkin Burgundy (Inventory 175) 20" x 20"	.17	20
Table Covers White (Inventory 20) 61" x 61"	.73	N/A

9. Request and Recommendation for Board of Education Approval to Approve the contract with Deglerwhiting for Bleachers.

It is recommended by the Business Administrator to approve the contract with Deglerwhiting for Maintenance and Safety Inspection of the Bleachers and Backstops in the gym at a cost of \$3,200 for the 2023-2024 School Year.

10. Request and Recommendation for Board of Education Approval to Enter into a Joint Purchasing Agreements as Part of a Shared Service Initiative with Penns Grove-Carneys Point Board of Education for the 2023-24 School Year.

It is recommended that the Board of Education approve the following joint purchasing agreements as part of a shared service initiative. The agreements shall be in effect for fiscal year 2023-24, which runs from July 1, 2023 through June 30, 2024.

ITEMS TO PURCHASE

Baked Goods
Milk, Juice, Dairy

SHARED SERVICES SUPPLIER

Board of Education – PG/CP
Board of Education – PG/CP

11. Request and Recommendation for Board of Education Approval of a Proposal from Ella’s Mamma Mia’s to Provide up to Thirty-Five (35) Pizzas for the Students of the Salem County Vocational Technical School District

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and Salem Campus on Alternate Fridays for the 2023-2024 School Year in the Amount of \$12.00 Per Pizza

It is recommended that the Board of Education grant approval of a proposal from Ella's Momma Mia's to provide up to thirty-five (35) pizzas for the students of the Salem County Vocational Technical School District, Salem Campus, and Daretown, on alternate Fridays for the 2023-2024 school year in the amount of \$12.00 per pizza.

- 12. Request and Recommendation for Board of Education Approval of an Agreement with LS Tours for the 2024 Senior Class Trip to Orlando Florida.**
It is recommended by the Business Administrator for the Board of Education to approve the Agreement between LS Tours and SCVTS for the 2024 Senior Class Trip to Orlando, Florida. The trip will take place from April 15, 2024 through April 19, 2024 at the estimated cost of \$1,903 per student. All approvals are subject to CDC guidelines.
- 13. Request and Recommendation by the School Administrator for Board of Education Approval of a 2023-2024 District Purchasing Manual**
It is recommended by the School Administrator for the Board of Education to approve a District Purchasing Manual.
- 14. Request and Recommendation for Board Approval of the School Integrated Pest Management Plan.**
It is recommended by the Business Administrator for Board of Education approval to accept the School Integrated Pest Management Plan for the Salem County Vocational Technical School District for the 2023-2024 School Year.
- 15. Request and Recommendation for Board of Education Approval of the Statement of Assurance Regarding the Health and Safety Evaluation of School Buildings Checklist.**
It is requested by the Superintendent that the Board of Education approve the Statement of Assurance regarding the Health and Safety Evaluation of School Buildings Checklist. The safety checklist is attached as well for reference: SCVTS.
- 16. Request and Recommendation by the Business Administrator for the Board of Education Approval of the Comprehensive Maintenance Plan and M-1 Report for 2021-2024.**
It is requested by the Business Administrator that the Board of Education approve the Comprehensive Maintenance Plan and M-1 Report for Salem County Vocational Technical School District.
- 17. Request and Recommendation by the Business Administrator for the Board of Education Approval of the Respiratory Protection Program**
It is requested by the Business Administrator that the Board of Education approve the Respiratory Protection Program.
- 18. Request and Recommendation by the Business Administrator for Board of Education Approval of the Biosecurity Plans for SCVTS and SCSSSD.**

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It is requested by the Business Administrator that the Board of Education approve the Biosecurity Plans for Food Service. Mr. Carter has updated the Food Service Biosecurity plans to be adopted for this year for the SCVTS CTHS Campus.

19. Request and Recommendation for Board of Education Approval of Updated Interlocal Service Agreement with Pittsgrove Township Public School District for Custodial Services.

It is recommended by the Business Administrator that the Board of Education approve the updated Interlocal Service Agreement with Pittsgrove Public School District for Custodial Services through ABM. The cost of the contract was increased from \$336,858.99 to \$350,231.05 due to the mandatory increase in the minimum wage.

20. Request and Recommendation for Board of Education Approval of Rain Garden on Cooperation with Rutgers Cooperative Extension Water Resources Program

It is recommended by the Business Administrator that the Board of Education approve the Rutgers Cooperative Extension Water Resources Program that will have a contractor completing the installation of the rain garden. Ms. Ditzio's class will be assisting with the mulching, planting and maintenance. This project is paid for by grants and will not cost the district anything for the installation. This rain garden will assist with the pooling of water from a downspout in the front of the building. The plan is to complete the project before October 31st, 2023. The draft plan is linked.

21. Request and Recommendation by the Business Administrator for Board of Education Approval to Accept a Donation from Tractor Supply

It is recommended by the Business Administrator that the Board of Education approve the donation of various power tool attachments for the Career and Technical High School (2023-2024):

Brand	Item Description	Quantity	Value
DeWalt	7 pc impact sockets	1	\$24.99
DeWalt	20 piece bit set	1	\$24.99
DeWalt	31 piece bit set	1	\$29.99
DeWalt	6" carbon bench wheel	1	\$14.99
DeWalt	4 1/2" Rubber Backing Pad	1	\$10.99
DeWalt	7/16" 1/4" impact	1	\$3.79
DeWalt	5/16" 1/4" impact	3	\$10.17
DeWalt	1/4" 1/4" impact	2	\$6.78

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DeWalt	¼” flex torq bit	1	\$7.79
Porter Cable	Wheel backing plate	2	\$10.98
Porter Cable	Drill chuck Arbor	1	\$2.59
Porter Cable	4” wire wheel	1	\$7.99
Makita	#1 5 pack	4	\$11.96
Lenox	8” Diamond saw blade	2	\$14.98
Irwin	6” saw blade	6	\$11.94
Mibro	4 pc nut driver set	1	\$6.49
Mibro	3/32” drill bit	1	\$3.79
Mibro	15/64” drill bit	2	\$7.58
Mibro	1” spade bit	2	\$6.38
Mibro	2 ½” hole bit	1	\$8.99
Mibro	#3 phillips extended bits	2	\$5.98
Mibro	#2 square bit	2	\$4.58
Misc	Sanding disks	12	\$35.88

ROLL CALL:

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

Mr. Davis _____ Mrs. Bomba _____

Mr. Donelson _____ Mr. Ransome _____

Mr. Halter _____ Ms. Nicolosi _____

Mrs. Smith _____

Abstain: _____ Opposed: _____

IX. SUPERINTENDENT’S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT

A. New Business:

PERSONNEL:

- Request and Recommendation Board of Education Approval of SCVTS Certified Staff to Provide Homebound Instruction for the 2023-2024 School Year at a rate of \$50.00 per hour.**

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It is recommended by the Superintendent for Board of Education Approval of SCVTS Certified Staff to Provide Homebound Instruction for the 2023-2024 School Year at a rate of \$50 per hour, on an as needed basis as determined by and scheduled by the CTHS principal. Timesheet required. No other reimbursement shall be paid for homebound instruction other than the hourly rate approved by the Board for actual hours of instruction.

2. Request and Recommendation for Board of Education Approval of a Change in Salary Guide for the 2023-2024 School Year.

It is requested by the Superintendent that the Board of Education approve the change in salary guide for the staff listed below at the Career and Technical High School for the 2023-2024 school year.

Name	From	To	Date	Salary
Martha Arrizon	BA, Step 7	BA+15, Step 8	9/1/2023	\$62,140.00
Keely DiTizio	BA, Step 9	BA+15, Step 10	9/1/2023	\$64,138.00
Sheldon Lewis	BA, Step 15	BA+15, Step 16	9/1/2023	\$72,738.00

3. Request and Recommendation for Board of Education Approval of Career and Technical High School Teaching Staff/Mentor to Assist with the New Teacher Orientation for the 2023-2024 School Year.

It is requested by the Superintendent that Rachael Battiata be paid at the rate of \$38.00 per hour for hours worked on August 30, 2023 and August 31, 2023 to work with new instructors on curriculum review, lesson plan preparation and preparations for the first day of school. Timesheets are required.

4. Request and Recommendation for Board of Education Approval of the Statement of Assurance Regarding the use of Paraprofessional Staff for the 2023-2024 School Year.

It is requested by the Superintendent that the Board of Education approve the Statement of Assurance regarding the use of paraprofessional staff for the 2023-2024 school year. This must be submitted biannually to the County Office of Education by September 30, 2023 and January 31, 2024.

New Hire:

5. Request and Recommendation for Board of Education Approval of the 21st Century Community Learning Center (21st CCLC) funding for the following staff for the 2023-2024 school year.

It is recommended by the Superintendent that the Board of Education approve staff to be funded through the 21st CCLC grant. The staff and their salary percentages are listed below.

Staff	Funding Source	Hourly Salary
Doris Sanchez, Instructional Aide	21st CCLC	\$18 per hour

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Shannon Vass, Instructional Aide	21st CCLC	\$18 per hour
Leonela Smith, Instructional Aide	21st CCLC	\$18 per hour
Amira Dunn, Instructional Aide	21st CCLC	\$18 per hour
Dawn Weigle, Instructional Aide	21st CCLC	\$18 per hour
Laurie Peterson-Faust, Instructional Aide	21st CCLC	\$18 per hour
Tania Riek, Instructional Aide	21st CCLC	\$18 per hour
Jose Martinez-Mauricio, Instructional Aide	21st CCLC	\$18 per hour
Jaiya Joyner, Substitute Instructional Aide	21st CCLC	\$18 per hour
Nicole Cocco, Instructional Aide	21st CCLC	\$18 per hour
Kimere Brown, Substitute Instructional Aide	21st CCLC	\$18 per hour
Daphne Ortiz, Substitute Instructional Aide	21st CCLC	\$18 per hour
Jose Martinez-Mauricio, Instructor	21st CCLC	\$38 per hour
Denise Buff, Instructor	21st CCLC	\$38 per hour
Taylor Smith, Instructor	21st CCLC	\$38 per hour
John Mullarkey, Instructor	21st CCLC	\$38 per hour
LaTika Leake, Instructor	21st CCLC	\$38 per hour
Erin Beal, Instructor	21st CCLC	\$38 per hour
Jennifer Denby, Instructor	21st CCLC	\$38 per hour
Andrae Ames, Instructor	21st CCLC	\$38 per hour
Lucia Trimmer, Instructor	21st CCLC	\$38 per hour
Tim Elwell, Instructor	21st CCLC	\$38 per hour
David Allgeier, Instructor	21st CCLC	\$38 per hour
Brian Quinn, Instructor	21st CCLC	\$38 per hour
Lindsey Doran, Instructor	21st CCLC	\$38 per hour
Kaitlin Loftus, Instructor	21st CCLC	\$38 per hour
Christie Nelson, Instructor	21st CCLC	\$38 per hour
Denise Buff, Instructor	21st CCLC	\$38 per hour
Dionna Hargrove, Instructor	21st CCLC	\$38 per hour

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George Johnson Jr., Instructor	21st CCLC	\$38 per hour
Lisa DiPatri, Instructor	21st CCLC	\$38 per hour
Karen Larsson Flowers, Instructor	21st CCLC	\$38 per hour
Shannon Quinn, Instructor	21st CCLC	\$38 per hour
Stephen Keane, Instructor	21st CCLC	\$38 per hour
Michael Humphreys, Instructor	21st CCLC	\$38 per hour
Yeslli Hernandez Camacho, Instructor	21st CCLC	\$38 per hour
John Fithian, Instructor	21st CCLC	\$38 per hour
Bruce Connell, Instructor	21st CCLC	\$38 per hour
MaryAnn Holoman, Instructor	21st CCLC	\$38 per hour
Francheska L. Vargas, Instructor	21st CCLC	\$38 per hour
Eleanor Garcia, Instructor	21st CCLC	\$38 per hour
Lisa Campbell, Instructor	21st CCLC	\$38 per hour
Amber Pierce, Instructor	21st CCLC	\$38 per hour
Sarah Seeman, Instructor	21st CCLC	\$38 per hour
Martha Arrizon, Instructor	21st CCLC	\$38 per hour
Devon Weber, Instructor	21st CCLC	\$38 per hour
Tim Elwell, Instructor	21st CCLC	\$38 per hour
Jaiya Joyner, Instructor	21st CCLC	\$38 per hour
Tim Zane, Substitute Instructor	21st CCLC	\$38 per hour
Lisa Beals, Substitute Instructor	21st CCLC	\$38 per hour
Kathleen Giordano, Substitute Instructor	21st CCLC	\$38 per hour
Nicole Cocco, Substitute Instructor	21st CCLC	\$38 per hour
Daphne Ortiz, Substitute Instructor	21st CCLC	\$38 per hour
Jason Brice, Substitute Instructor	21st CCLC	\$38 per hour
Cameron D Baynes, Site Coordinator	21st CCLC	\$43 per hour
Abner Mendoza, Site Coordinator	21st CCLC	\$43 per hour
Vincent Kennedy, Site Coordinator	21st CCLC	\$43 per hour

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Anthony DeBonis, Site Coordinator	21st CCLC	\$43 per hour
Barbara Cleaves, Technology Coordinator	21st CCLC	\$43 per hour
Diana Morris, Substitute Site Coordinator	21st CCLC	\$43 per hour
Lisa Campbell, Substitute Site Coordinator	21st CCLC	\$43 per hour

6. Request and Recommendation for Board of Education Approval of the Revised Employment Contract for CMSgt Keith Zulkowski.

It is recommended that the Board of Education approve the revised employment CMSgt Keith Zulkowski. In accordance with action taken at the annual personnel meeting, salary adjustments for CMSgt Zulkowski, if eligible, will be made in accordance with the U.S. Air Force Contract with the Board of Education, under the provision of MIP (Military Instructor Pay) salary adjustment. Any such adjustment when approved by the Board of Education shall be made when SCVTS is notified of a change in the MIP by the U.S. Air Force. Retroactive pay for CMSgt Keith Zulkowski for January 1, 2023 until June 30, 2023 equals an additional \$816.30 per month. The Military Pay Officer had the salary for CMSgt Keith Zulkowski incorrect for his assignment. Verification of the correct MIP has been received, reviewed, and confirmed with the Military pay Officer. CMSgt Keith Zulkowski is due \$4,897.80 in retro pay for the error of the MIP department. The instructors shall not be eligible for any other SCVTS salary adjustment from the Board of Education.

Name	Previous Salary effective January 2023	Revised Salary with (MIP as Determined by USAF)	Previous MIP Per Month	Revised MIP Per Month
CMSgt Keith Zulkowski	\$58,240.30	\$66,530.30	\$5,824.03	\$6,650.30

Resignation:

7. Request and Recommendation of the Superintendent for Board of Education Approval of the resignation of Kellie Mitchell

It is recommended by the Superintendent that the Board of Education approve the resignation of Kellie Mitchell, Building Level Substitute for the Career and Technical High School effective August 8, 2023.

FMLA

8. Request and Recommendation of the Superintendent for Board of Education Approval Intermittent FMLA for Martha Arrizon

It is recommended by the Superintendent that the Board of Education approve the intermittent FMLA for Martha Arrizon beginning September 12, 2023 until about March 12, 2024.

9. Request and Recommendation for Board of Education Approval of FMLA for Laurie Taormino.

It is requested by the Superintendent that the Board of Education approve the

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on the BOE - approved HIB policy, Other Staff Instruction and Training Programs, Curriculum and Instruction on HIB and related Information and Skills, HIB Personnel, School Level HIB Incident Reporting Procedures, HIB Investigation Procedures, HIB Reporting. Once completed for each building and approved by the BOE, the reports are then submitted to the state. It is recommended by the Superintendent that the Board of Education approve the individual report for the [Career and Technical High School](#).

2. Request and Recommendation for Board of Education Approval of the Nita M. Lowey 21st CCLC Grant Program Schedule for the 2023-2024 School year.

It is recommended by the Superintendent that the Board of Education approve the Nita M. Lowey 21st CCLC Salem County Achievers 2028 program schedule for the 2023-2024 school year. The program, offered in partnership with the Penns Grove Carneys Point Regional School District, will begin on Monday, October 16, 2023 and end on or about Friday, May 31, 2024. The program site locations and specifics times are listed below.

Penns Grove High School (Monday through Friday) 2:35 pm to 5:35 pm

Penns Grove Middle School (Monday through Friday) 2:40 pm to 5:40 pm

Paul W. Carleton School (Monday through Friday) 3:10 pm to 5:40 pm

3. Request and Recommendation for Board of Education Approval to accept the following FY2023 Grant.

- Perkins Post Secondary in the amount of \$80,784 for the budget period from July 1, 2023 to June 30, 2024

4. Request and Recommendation for Board of Education Approval of a Professional Membership in the New Jersey Council of Education in the amount of \$160 for the 2023-2024 School Year.

It is recommended by the Superintendent that the Board of Education approve to pay for a professional membership in the New Jersey Council of Education in the amount of \$160 for Jennifer Bates, Assistant Superintendent/Business Administrator for the 2023-2024 school year. By negotiated contract Dr. Bates is entitled up to \$1,650 in professional membership fees.

5. Request and Recommendation for Board of Education Approval to Declare the Week of Respect and School Violence Awareness Week during the Month of October 2023 for the 2023-2024 School Year.

It is recommended by the Superintendent that the Board of Education grant approval to declare the week of October 2 through October 6, 2023 as the “Week of Respect”, in accordance with the Anti-Bullying Bill of Rights Act (P.L.2010, c.122) and October 16 through October 20, 2023 as “School Violence Awareness Week”, in accordance with the requirements of title 18A:36-5.1.

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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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.

7. Request and Recommendation for Board of Education Approval of the Use of the Facilities for the Salem County Vocational Technical Schools.

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 Schools.

8. Request and Recommendation for Board of Education Approval of the Career and Technical High School Senior Curriculum in Action Experience to Orlando, Florida.

It is recommended by the Superintendent that the Board of Education approve the Career and Technical High School senior students to participate in a senior curriculum in action experience in Orlando, Florida to Disney and Universal Studios. The proposed senior class experience is scheduled from Monday April 15, 2024 to Friday April 19, 2024. Four (4) chaperones will be needed based on the number of student participants. The students will be responsible for all costs. Travel arrangements have been made through LS Tours.

Cost to Students:

(Based on 4 students per room) Total per student cost: \$2,000.00.
 Hotel: Disney All Star Resort (4 nights)
 (3) Day Premium Disney Park to Park Ticket
 Universal Studios (1) Day Pass
 Meal Plan
 American Airlines
 Account #95-402-100-610-002-00-02

Cost to District:

Bus to and from airport/Airfare/Tour/Accommodations Package – (1) administrator (free)

Chaperone meal reimbursement at approved GSA guidelines
 Overnight Chaperone Compensation per negotiated agreement for 5 nights.
 (3) substitute teachers for (4) days at \$125.00 per sub per day = \$1,500.00

9. Request and Recommendation for Board of Education Approval of fundraising activities for the Career and Technical High School for the 2023-2024 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. All approvals are subject to CDC guidelines.

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY	Cost

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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A.	Garden Club	Smoothies & Healthy Treats Cost: \$1.00 - \$3.00	Throughout 2023/2024 school year	N/A
B.	Senior Class 2024	Selling Chargers Merch throughout the school year to raise money for the class of 2024. Chargers bags, lanyards, and stickers.	At different school events and during the school day for the 2023/2024 school year.	N/A
C.	Friends of Rachel Club	Halloween Themed Candy Gram Fundraiser. Cost: \$1.00 Funds raised will go toward future events and to help purchase club t-shirts.	October 25, 2023 - October 31, 2023	N/A
D.	Ally Club	Outside Movie Night. Proceeds will be donated to The Trevor Project. Tickets-\$3.00 Popcorn-\$2.00 Drinks-\$1.00 (The Trevor Project provides 24/7 crisis support services to LGBTQ young people.)	November 3, 2023 from 7:00 pm - 9:30 pm Rain date November 8, 2023	N/A
E.	Ally Club	Bake Sale Items will be sold during the day at school. Proceeds will be donated to The Trevor Project.	December 22, 2023	N/A

10. Request and Recommendation for Board of Education Approval of Student Community Service Projects for the 2023-2024 school year.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – SEPTEMBER 26, 2023**

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

Abstain: _____ Opposed: _____

B. Old Business:

1.

ROLL CALL:

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

INFORMATIONAL ITEMS

- Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCSSSD (May Be Appropriate for Closed Session) (Handout)** It is recommended that the Board of Education accept and approve the HIB report as presented.

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

**X. BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORT-
SPECIAL SERVICES SCHOOL DISTRICT**

A. Board Secretary Report

Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of Revised July 2023 & August 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.

_____	September 27, 2022
Business Administrator/Board Secretary	Date

B. Reconciliation of Cash for School Funds Report

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – SEPTEMBER 26, 2023**

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

C. Board Secretary Certification

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

D. Board of Education Certification

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

E. Transfer of Funds

There are no transfers to report.

F. Warrants

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

- SCSSSD Payroll Period Ending August 15, 2023 in the amount of \$321,098.97
- SCSSSD Payroll Period Ending August 30, 2023 in the amount of \$358,956.19
- Payments for the period of August 2023 in the amount of \$685,895.98.

ROLL CALL:

Action: Approved_____ Disapproved _____Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

G. Board Secretary/Business Administrator New Business:

2. Request and Recommendation for Board of Education Approval to Enter into a Joint Purchasing Agreements as Part of a Shared Service Initiative with Penns Grove-Carneys Point Board of Education for the 2023-24 School Year.

It is recommended that the Board of Education approve the following joint purchasing agreements as part of a shared service initiative. The agreements

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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shall be in effect for fiscal year 2023-24, which runs from July 1, 2023 through June 30, 2024.

ITEMS TO PURCHASE

Baked Goods

Milk, Juice, Dairy

SHARED SERVICES SUPPLIER

Board of Education – PG/CP

Board of Education – PG/CP

3. Request and Recommendation by the Business Administrator for Board Approval of the School Integrated Pest Management Plans.

It is recommended by the Business Administrator for Board of Education approval to accept the School Integrated Pest Management Plans for the Cumberland Campus, Daretown, and Regional Day School for the 2023-2024 School Year.

4. Request and Recommendation by the Business Administrator for the Board of Education to Approve the attached Transportation Jointures and Contracts.

It is recommended by the Business Administrator that the Board of Education approve the attached Jointures and Contracts for Participation in the Co-op, Jointures and Transportation Routes from Gloucester County Special Services School District.

5. Request and Recommendation for Board of Education Approval of Four M Vending Service for vending equipment.

It is recommended that the Board of Education approve the attached proposal from Four M Vending Service to provide vended items at the Salem Campus, including location, commission, and program information for the 23-24 school year.

6. Request and Recommendation for Board of Education Approval to Void Check 0975 and Reissue.

It is recommended that the Board of Education approve voiding check #0975 in the amount of \$11,512.05 to Sunbelt Rentals, Inc. The check will be reissued once the equipment is picked up from the summer rental.

7. Request and Recommendation for Board of Education Approval to Void Check 1125 and Reissue as Check 1126.

It is recommended that the Board of Education approve voiding check #1125 in the amount of \$410 to NJALC. The check will be reissued as 1126 in the same amount.

8. Request and Recommendation for Board of Education Approval of an Educational Service Agreement with Educere

It is recommended that the Board of Education approve the Educational Service Agreement with Educere for SCSSSD - Salem Campus - Founders Academy Seat 5 student license at cost of \$9,995 total. Additionally, four additional licenses at the cost of \$499 each for Spanish at the Daretown Campus.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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- 9. Request and Recommendation for Board of Education Approval of a Proposal from Ella’s Momma Mia’s to Provide up to Thirty-Five (35) Pizzas for the Students of the Daretown Campus and Salem Campus on Alternate Fridays for the 2023-2024 School Year in the Amount of \$12.00 Per Pizza**
It is recommended that the Board of Education grant approval of a proposal from Ella’s Momma Mia’s to provide up to thirty-five (35) pizzas for the students of the Salem Campus and Daretown, on alternate Fridays for the 2023-2024 school year in the amount of \$12.00 per pizza.
- 10. Request and Recommendation for Board of Education Approval of the Nursing Services Agreement for 2023-2024 School Year**
It is recommended by the Business Administrator that the Board of Education approve the Nursing Services Agreement with Christiana Care Health System for the 2023-2024 school year.
- 11. Request and Recommendation by the Business Administrator for Board of Education Approval of Updated Interlocal Service Agreement with Pittsgrove Township Public School District for Custodial Services for the 23-24 School Year.**
It is recommended by the Business Administrator that the Board of Education approve the updated Interlocal Service Agreement with Pittsgrove Public School District for Custodial Services through ABM. The cost of the contract is \$287,052.59.*
- 12. Request and Recommendation by the School Administrator for Board of Education Approval of a 2023-2024 District Purchasing Manual**
It is recommended by the School Administrator for the Board of Education to approve a District Purchasing Manual.
- 13. Request and Recommendation for Board of Education Approve to Approve Related Services Contracts for the 2023-2024 School Year**
It is recommended by the School Business Administrator that the Board of Education approve the Related Services contracts for the 2023-2024 school year.
- 14. Request and Recommendation for Board of Education Approve to Approve Child Study Team Contracts for the 2023-2024 School Year**
It is recommended by the School Business Administrator that the Board of Education approve the Child Study Team contracts for the 2023-2024 school year.
- 15. Request and Recommendation for Board of Education Approval of Master Training Site Agreement with Thomas Jefferson University**
It is recommended by the School Business Administrator that the Board of Education approve the Master Site Agreement with Thomas Jefferson University. This agreement is in relation to the clinical site agreement.
- 16. Request and Recommendation for Board of Education Approval of the Statement of Assurance Regarding the Health and Safety Evaluation of School Buildings Checklist.**

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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It is requested by the Superintendent that the Board of Education approve the Statement of Assurance regarding the Health and Safety Evaluation of School Buildings Checklist. The safety checklist are attached as well for reference: Cumberland, Daretown, and Salem.

17. Request and Recommendation by the Business Administrator for the Board of Education Approval of the Comprehensive Maintenance Plan and M-1 Report for 2021-2024.

It is requested by the Business Administrator that the Board of Education approve the Comprehensive Maintenance Plan and M-1 Report for Salem County Vocational Special Services School District.

18. Request and Recommendation by the Business Administrator for the Board of Education Approval of the Respiratory Protection Program

It is requested by the Business Administrator that the Board of Education approve the Respiratory Protection Program.

19. Request and Recommendation by the Business Administrator for Board of Education Approval of the Biosecurity Plans for SCVTS and SCSSSD.

It is requested by the Business Administrator that the Board of Education approve the Biosecurity Plans for Food Service. Mr. Carter has updated the Food Service Biosecurity plans to be adopted for this year for the Cumberland Campus, Daretown Campus, and Salem Campus.

ROLL CALL:

Action: Approved _____ Disapproved _____ Held for Study _____

 Motion by: _____

 Second by: _____

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

Abstain: _____ Opposed: _____

XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

**A. New Business:
PERSONNEL:**

1. Request and Recommendation for Board of Education Approval of the Additional Member to the School Safety and Threat Assessment Team

It is requested by the Superintendent that the Board of Education approve the appointment of Randy Wentzell to the School Safety and Threat Assessment team to fill the vacancy of John Seiber.

2. Request and Recommendation for Board of Education Approval of the Statement of Assurance Regarding the use of Paraprofessional Staff for the 2023-2024 School Year.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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It is requested by the Superintendent that the Board of Education approve the Statement of Assurance regarding the use of paraprofessional staff for the 2023-2024 school year. This must be submitted biannually to the County Office of Education by September 30, 2023 and January 31, 2024. A list of paraprofessional employees and their titles must be maintained.

3. Request and Recommendation by the Superintendent for Board of Education Approve the Novice Instructors and Mentors for the 23-24 School Year.

It is recommended by the Superintendent that the Board of Education approve the following novice instructors and their mentors for the 2023-24 school year. Under state guidelines novice instructors are required to pay the mentioned fee to the district who is then required to release the funds to the mentor upon successful completion of the program. Once approved payment schedules will be set up with each novice instructor to collect the fee. Contracts will be sent out between the novice instructor, mentor, and board of education.

Novice Instructor	Mentor	Fee /Program
Michelle Brown	Tara Jaquays	\$1,000 (CE)

4. Request and Recommendation for Board of Education Approval of a Student Internship for Jordan Cirincione and Jamie Adamantis - Wells School of Music

It is requested by the Superintendent that the Board of Education approve Jordan Cirincione and Jamie Adamantis, Wells School of Music students in the Occupational Therapy program, for an On-Site Internship, for 30-80 hours beginning September 12, 2023 on Tuesdays. Jordan Cirincione and Jamie Adamantis will be interning at the Cumberland Campus, supervised by Danielle Johnson, Music Therapist.

5. Request and Recommendation for Board of Education Approval of a Student Internship for Carlyn Gaskill - Stockton University

It is requested by the Superintendent that the Board of Education approve Carlyn Gaskill, Stockton University student in the Speech Language program, for an On-Site Internship, from January 17 until April 30, 2024. Ms. Gaskill will be interning at the Cumberland Campus, supervised by Felicia Hitchner.

6. Request and Recommendation for Board of Education Approval of a Student Internship for Olivia Weldon - University of Virginia

It is requested by the Superintendent that the Board of Education approve Olivia Weldon, University of Virginia student in the Occupational Therapy program, for an On-Site Internship, for 40 hours. Ms. Gaskill will be interning at the Cumberland Campus, supervised by Lisa Loomis.

New Hire:

7. Request and Recommendation for Board of Education Approval of Kristen Maltman as an Occupational Therapist for EIP

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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It is requested by the Superintendent that the Board of Education approve Kristen Maltman as an Occupational Therapist for Early Intervention at the rate of \$75 per hour.

8. Request and Recommendation for Board of Education Approval of Brooke Bitzer as an Teacher for EIP

It is requested by the Superintendent that the Board of Education approve Brooke Bitzer as an Teacher for Early Intervention at the rate of \$50 per hour.

9. Request and Recommendation for Board of Education Approval of Linda Hannah

It is requested by the Superintendent that the Board of Education approve Linda Hannah to complete requisitions and filing for Salem County Special Services School District as an added duty for the amount of \$2,500. Ms. Hannah is a SCVTS employee who has been aiding in the filing and submission of requisitions for SCSSSD.

10. Request and Recommendation for Board of Education Approval of Additional Stipend Positions

It is requested by the Superintendent that the Board of Education approve additional stipend positions for the 2023-2024 school year.

First Name	Last Name	Position
Martin	Altersitz	Computer Moderator - Salem 1/2
Olliver	Avis	Computer Moderator - Salem 1/2
Jammie	Johnson	Food Service - Salem 1/2
Kristen	MacLackin	Food Service - Salem 1/2
Ariana	Brauer	Food Service - Salem Sub

Transfer:

11. Request and Recommendation of the Superintendent for Board of Education Approval of the following Staff

It is requested by the Superintendent that the Board of Education approve the transfer of the following staff:

Name	From	To	Date	Salary
Samatha Corley	BA-6	MA-6	9/1/2023	\$64,369
Kirsten Maltman	MA	MA+30	9/1/2023	\$65,979
Jesenia Rodriguez	IA-8	IA-8 60%	9/1/2023	\$13,786.50

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Diana Washart	5 days per wk	4 days per wk	10/2/2023	80%
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12. Request and Recommendation of the Superintendent for Board of Education Approval of the Transfer of Lauren Barnak

It is requested by the Superintendent that the Board of Education approve the transfer of Lauren Barnak from Paraprofessional Step 1 to 12 month Secretary Step 1 at the prorated rate of \$38,711, beginning September 18, 2023.

FMLA/NJFLA/LOA:

13. Request and Recommendation for Board of Education Approval to Accept FMLA and Leave of Absence of Jammie Johnson

It is recommended by the Superintendent that the Board of Education accept the FMLA request of Jammie Johnson, Paraprofessional at the Salem Campus. The request is to begin on or about September 1, 2023 to on or about December 1, 2023. It may also be necessary for a leave of absence from on or about December 4, 2023 until January 7, 2024.

12. Request and Recommendation for Board of Education Approval to Accept NJFMLA and NJFLA of Alexia Cuff

It is recommended by the Superintendent that the Board of Education accept the FMLA request of Alexia Cuff, Paraprofessional at the Salem Campus. The request is to begin on or about January 16, 2024 to on or about February 23, 2024. Additionally, requesting NJFLA from on or about February 25, 2024 until on or about May 17, 2024.

Resignation:

13. Request and Recommendation for Board of Education Approval to Accept the Resignation of Meghan Glaspey.

It is recommended by the Superintendent that the Board of Education accept the resignation of Meghan Glaspey, Occupational Therapist for Related Services effective August 29, 2023.

13. Request and Recommendation for Board of Education Approval to Accept the Resignation of Kristen Maltman

It is recommended by the Superintendent that the Board of Education accept the resignation of Kristen Maltman, Occupational Therapist for Related Services effective August 31, 2023.

14. Request and Recommendation for Board of Education Approval to Accept the Resignation of Lisa Loomis

It is recommended by the Superintendent that the Board of Education accept the resignation of Lisa Loomis, Certified Occupational Therapy Assistant for Related Services effective November 30, 2023.

ROLL CALL:

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Second by: _____
 Mr. Davis _____ Mrs. Bomba _____
 Mr. Donelson _____ Mr. Ransome _____
 Mr. Halter _____ Ms. Nicolosi _____
 Mrs. Smith _____

Abstain: _____ Opposed: _____

PROFESSIONAL DEVELOPMENT:

1. Request and Recommendation for Board of Education Approval of Professional Development Workshops for Salem County Special Services Schools Personnel.

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

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
Community of Practice for Autism (CoPA) for the 2023-2024 academic year. 10/11/23, 11/29/23, 2/7/24, 4/3/24. 200 Riverview Plaza, 1 st Floor, Trenton, NJ	Tyler Day	\$63 Est. mileage	\$63
41st Annual NJ Autism Conference, Harrah's Resort Atlantic City, NJ October 20, 2023.	Tyler Day	\$300 reg. Fee \$63 Est. Mileage	\$363
Fall Symposium 2023 Who's In? - October 20, 2023 Sponsored by The NJ Association Of Learning Consultants	Jennifer Crowell	\$205.00 \$50 Est. mileage	\$255.00
Fall Symposium 2023 Who's In? - October 20, 2023 Sponsored by The NJ Association Of Learning Consultants	Nicole Corson Victoria H Danks	\$205.00 \$50 Est. mileage \$205.00 \$50 Est. mileage	\$510.00
Special Education Directors' Toolkit - November 17, 2023 Monroe Township, NJ	Shawn Rebman Meggin Wentzell Randy Wentzell	\$149 each \$77 mileage ea.	\$591.00
National Seating and Mobility Momentum Academy	Carolyn Holladay	\$99 each \$47 est. mileage	\$146.00

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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of eight Core elements (HIB Programs, Approaches or Other Initiatives, Training on the BOE - approved HIB policy, Other Staff Instruction and Training Programs, Curriculum and Instruction on HIB and related Information and Skills, HIB Personnel, School Level HIB Incident Reporting Procedures, HIB Investigation Procedures, HIB Reporting. Once completed for each building and approved by the BOE, the reports are then submitted to the state. It is recommended by the Superintendent that the Board of Education approve the individual report for the Cumberland Campus, Daretown Campus, and Salem Campus.

- 6. 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.	Cumberland Field Day	Mum Sale \$10 each	9/27/23-10/3/23
B.	Cumberland Field Day	Pretzels \$1 each	10/16/23-10/20/23

ROLL CALL:

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

Abstain: _____ Opposed: _____

POLICY

None

ROLL CALL:

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – SEPTEMBER 26, 2023**

Abstain: _____ Opposed: _____

B. Old Business:

1.

ROLL CALL:

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

INFORMATIONAL ITEMS

1. Student Enrollment/Student Financial Report

- 2. Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCSSSD (May Be Appropriate for Closed Session) (Handout)** It is recommended that the Board of Education accept and approve the HIB report as presented.

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

3. Principal's/Administrator's Reports - None

XII. AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting.

Members of the public are encouraged to speak during this public portion of the meeting to comment on other relevant matters related to the school districts or the operations thereof. Complaints stated, or actions requested by the public, will be taken under consideration at a later time/date. All comments shall be directed to the President of the Board of Education. Opportunity will be provided later in the agenda for general

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – SEPTEMBER 26, 2023**

comments on non-agenda items. When addressing the Board of Education, please respect the following procedure:

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. 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.

XIII. RECESS INTO EXECUTIVE SESSION

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

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

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

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

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

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

4. Matters concerning negotiations, and specifically:

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

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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- 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:
_Special Services Employee_____
- 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.

ROLL CALL:

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

XIV. RESUMPTION OF PUBLIC PORTION OF THE MEETING

ROLL CALL:

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

XV. ADJOURNMENT

Action: Approved _____ Disapproved _____ Held for Study _____
 Motion by: _____
 Second by: _____
 Mr. Davis _____ Mrs. Bomba _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – SEPTEMBER 26, 2023**

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

Abstain: _____ Opposed: _____