

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

Regular Board of Education Meeting Minutes

June 6, 2023 at 7:00 p.m.

The Regular meeting of the Special Services School District and Vocational Technical School District of the County of Salem Board of Education was held at the Salem County Vocational Technical School, Board Conference Room, Woodstown, NJ, County of Salem, on Tuesday, June 6, 2023 at 7:00 p.m.

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

I. PLEDGE OF ALLEGIANCE TO THE FLAG

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

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

Called to Order

II. CALL TO ORDER

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

III. ROLL CALL

Roll Call

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

Others Present: Mr. John Swain, Superintendent, Dr. Jennifer Bates, Assistant Superintendent /B.A./Board Secretary, Mr. Frank Maurer, Assistant Superintendent /B.A./Board Secretary, Mr. James Helder, RDS Principal, Mr. Jason Helder, CTHS Principal, Dr. Meggin Wentzell, CST & RS Director, Mrs. Alecia Smith, Curriculum Supervisor, Mrs. Morgan Wood, Director of Grants, Mr. Brian Quinn, SCVTEA President, Mr. Joseph Lario, Energy Instructor SCVTS, Mr. Sheldon Lewis, LEPS Instructor, Ms. Patty MacLane, Teacher of the Handicapped SCVTS, Nancy Bello, Paraprofessional SCSSSD, Adam Alberta and Family LEPS Student, Sarah Allen-Davis and Family (LEPS Student), Damario Bolden and Family (LEPS Student), Jake Boyce and Family (LEPS Student), Gamalieryz Burgos and Family (LEPS Student)

IV. MINUTES

Minutes

It is recommended that the Board of Education approve the [Minutes](#) and [Executive Minutes](#) of the May 9, 2023 and [Minutes](#) and [Executive Minutes](#) of the April 25, 2023 Board of Education Meetings.

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

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Mrs. Smith _____

In Favor: 5 Abstain: 0 Opposed: 0

V. ADDENDA

A. Acceptance of Agenda Addenda Items SCVTS - Peronnel

Addenda Items

Action: Approved X Disapproved _____ Held for Study _____

Motion by: Halter

Second by: Ransome

Mr. Davis x _____ Mr. Ransome x _____

Mr. Donelson x _____ Ms. Bomba x _____

Mr. Halter x _____ Ms. Nicolosi _____

Mrs. Smith _____

In Favor: 5 Abstain: 0 Opposed: 0

B. Acceptance of Agenda Addenda Items SCSSSD - none

VI. AUDIENCE PARTICIPATION I - none

**Addenda Items
SCSSSD**

VII. BOARD OF EDUCATION BUSINESS

**Audience
Participation**

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

**Board of Education
Business
New 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 3, 2023 (11:00 am)	January 23, 2024
July 25, 2023	February 27, 2024
August 22, 2023	March 12, 2024**
September 26, 2023	March 26, 2024
October 17, 2023*	April 23, 2024
November 21, 2023	May 14, 2024**
December 19, 2023*	June 25, 2023
	July 2, 2024 (11:00 am)

- a. 7:00 p.m. in the Conference Room at the Vocational Technical School located at 880 Route 45, Woodstown, NJ.

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- b. *Third Tuesday
- c. **Second Tuesday

B. Correspondence

- 1. Dot Hall to Mr. Swain regarding [Spring Patriotic Concert](#) and support from the maintenance department.

B. Presentations

Presentations

1. Resolution for Patty MacLane

Action: Approved X Disapproved Held for Study

Motion by: Donelson

Second by: Ransome

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

In Favor: 5 Abstain: 0 Opposed: 0

2. SCVTS Student Board Member Resolution - Ms. Gabrielle Smith

Action: Approved X Disapproved Held for Study

Motion by: Davis

Second by: Bomba

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

In Favor: 5 Abstain: 0 Opposed: 0

3. Joseph Laird Video Presentation

4. SSDS (School Safety Data System) Presentation

- 1. [Special Services School District](#)
- 2. [Vocational Technical School](#)

5. Student of the Month

- 1. RDS - [Brandon Slutter](#)
- 2. Cumberland - Tyler Venable and Elizabeth Rieti
- 3. Daretown - None
- 4. SCVTS - Megan Brooks - Academy of Agricultural Science

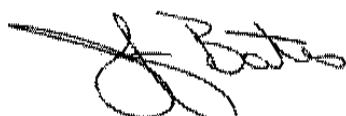
6. [LEPS Students Awarded NECI 40-hour 9-1-1 Officer Course/32-hour NHTSA EMD Officer Course/HSI CPR/AED Certification](#)

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

**SCVTS Board
Secretary Report**

A. Board Secretary Report

Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of [March 2023](#) and [April 2023](#). The Board Secretary certifies that no line item



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account has been over-expended in violation of N.J.A.C. 6A:23-2.12 (a) 1 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Business Administrator/Board Secretary

June 6, 2023

Date

**Cash
Reconciliation**

B. Cash Reconciliation Report

Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of **None at this time**.

**Board Secretary
Certification**

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 of Education
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.

Transfer of Funds

E. Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds through May 30, 2023.

F. Warrants

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

Warrants

- SCVTS Payroll for May 15, 2023 in the amount of \$292,277.25.
- SCVTS Payroll for May 30, 2023 in the amount of \$401,752.68.
- SCVTS Warrants for the period of May 1, 2023 through May 30, 2023 in the amount of \$1,602,017.05.

Roll Call Vote

ROLL CALL

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

Abstain: _____ Opposed: _____

In Favor: 5 Abstain: _____ Opposed: _____

**Board Secretary
Business
Administrator
Report**

G. Board Secretary/Business Administrator New Business:

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1. Request and Recommendation for the Board of Education Approval of ACV Enviro Work at the Salem County Vocational Technical School

It is requested by the Business Administrator that the Board of Education approve [ACV Enviro](#) to dispose of chemicals and motor oil that have been stored at the Career and Technical High School. Cost of the disposal is \$6,139.50.

2. Request and Recommendation for Board of Education Approval for Breakdown Products to Provide Services for the 2023-2024 School Year.

It is recommended by the Business Administrator that the Board of Education approve nine (9) deliveries of [Breakdown+](#) at the annual cost of \$3,780 for the 2023-2024 school year. Breakdown+ is a pretreatment system for our drains/grease traps. Four (4) traps will be serviced.

3. Request and Recommendation for Board of Education Approval of Hybrid Mobile Entertainment LLC for Audio Services for the 2023 SCVTS Graduation.

It is requested by the Business Administrator that the Board of Education approve [Hybrid Mobile Entertainment LLC](#) to provide audio services for the 2023 SCVTS Graduation Ceremony on June 14, 2023 at the rate of \$500.

4. Request and Recommendation by the Business Administrator for Board Approval to Authorize the Use of General Funds to Offset Food Service.

It is recommended by the Business Administrator that the Board of Education approve the use of general funds to offset the negative balance of Food Service for the 2022-2023 school year.

5. Request and Recommendation by the Business Administrator for Board Approval to Authorize the Transfer of Current Year Surplus to Reserve.

It is recommended by the Business Administrator that the Board of Education approve authorize the following:

WHEREAS, NJAC 6A:23A-14.3 and 6A:23A-14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and WHEREAS, the Salem County Vocational Technical School Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

NOW THEREFORE BE IT RESOLVED by the Salem County Vocational Technical School Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer in the amount not to exceed \$985,000 consistent with all applicable laws and regulations.

ROLL CALL

Roll Call Vote

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School of Business, Piscataway, NJ. Mr. Preyer will be paid \$38 per hour, timesheets are required.

5. Request and Recommendation for Board of Education Approval to Employ Chase Sieber as the Welding Assistant Instructor for the Adult Summer Program.

It is requested by the Superintendent that the Board of Education approve the employment of Chase Sieber as the Welding Assistant Instructor for the Adult Summer Program at the rate of \$18 per hour, part-time, on an as needed basis effective July 11, 2023.

6. Request and Recommendation for Board of Education Approval for Instructors to Participate in Professional Development, Curriculum Writing, and Student Evaluation from June 16, 2023 through June 30, 2023.

It is requested by the Superintendent that the Board of Education approve Career and Technical High School instructors for professional development, curriculum writing, and student evaluations as scheduled through the Chief Academic Officer at a pay rate of \$38 per hour for hours worked. Time sheets required. ESEA Title IIA funds will be used to pay the instructors.

Katherine Polillo
Elizabeth Bernat-Duaine
Cindia Gredesky
Dawn Patrick
Lisa Hartsough
Lauren Aitken
Jennifer Todd
Eric Walter
Rachael Battiata
Jami Munyan
Lindsey Doran
Patty Pankok
Nicole Cerqueira

7. Request and Recommendation for Board of Education Approval for Instructors to Participate in Professional Development, Curriculum Writing, and Student Evaluation from July 1, 2023 through August 31, 2023.

It is requested by the Superintendent that the Board of Education approve Career and Technical High School instructors for professional development, curriculum writing, and student evaluations as scheduled through the Chief Academic Officer at a pay rate of \$38 per hour for hours worked. Time sheets required. ESEA Title IIA funds will be used to pay the instructors.

Katherine Polillo
Elizabeth Bernat-Duaine
Cindia Gredesky
Dawn Patrick
Lisa Hartsough
Lauren Aitken

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Jennifer Todd
Eric Walter
Rachael Battiata
Jami Munyan
Lindsey Doran
Tyrone Preyer
Joseph Alexander
Jami Leyman
Brian Quinn
Pat Fisher

8. Request and Recommendation for Board of Education Approval of 21st CCLC Summer Program 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. Approval is based on student minimum enrollment requirements. Without minimum enrollment, offerings and positions may be canceled.

Project Director: \$310 per day
Jeannette Jackson

Teachers: \$220 per day
Denise Buff
Lindsay Doran
Brian Quinn
Bruce Connell
Eleanor Garcia
Al Roeske
Jennifer Denby
Taylor Smith

Instructional Aides: \$150 per day
Sarah Seeman
Maryanne Holoman
Dominique Rodriguez
Sade White
Jaiya Joyner

ESL Translator: Summer Stipend on call \$600
Frances Acevedo

9. Request and Recommendation for Board of Education Approval to Cash Out unused Vacation Days.

It is recommended by the Superintendent for Board of Education approval of certificate and non-certificated staff to [cash out](#) unused vacation days in

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accordance with the negotiated contract, approved salary guides, and 18A:30-9.1.

10. Request and Recommendation for Board of Education Approval to Employ Keily De La Rosa as a Student Worker Assigned to Maintain the Garden from June 16, 2023-September 1, 2023.

It is recommended by the Superintendent that the Board of Education approve Keily De La Rosa as part time student garden assistant assigned to maintain the school garden over the summer months. Miss De La Rosa will be paid \$15.00 per hour not to exceed 15 hours per week. Timesheets will be submitted for payment.

11. Request and Recommendation for Board of Education Approval to Employ Allyson Scioli as a Student Worker Assigned to Maintain the Garden from June 16, 2023-September 1, 2023.

It is recommended by the Superintendent that the Board of Education approve Allyson Scioli as part time student garden assistant assigned to maintain the school garden over the summer months. Miss Scioli will be paid \$15.00 per hour not to exceed 15 hours per week. Timesheets will be submitted for payment.

12. Request and Recommendation for Board of Education Approval to Employ Derek Martin as the full time Construction Technology Instructor for the 2023-2024 school year.

It is requested by the Superintendent that the Board of Education approve the employment of Derek Martin as the full time Construction Technology instructor effective September 1, 2023, pending NJ DOE certification at the rate of \$57,099.00 (B.A., Step 3). Mr. Martin is currently seeking NJ DOE certification as a Teacher of Construction Technology. Mr. Martin will not begin without proper certification being issued.

ROLL CALL

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

Roll Call Vote

In Favor: 5 Abstain: _____ Opposed: _____

PROFESSIONAL DEVELOPMENT:

PROFESSIONAL DEVELOPMENT

1. Request and Recommendation for Board of Education Approval of Professional Development Workshops for Salem County Vocational Technical School District Personnel.

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

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
LinkIt! 2023 Data Forward Summer Institute Gateway Regional High School Woodbury Heights, NJ August 7 - 8, 2023	Alicia Smith	\$250 registration \$32.90 mileage	\$282.50 ESEA Title IIA
ISTE Live Conference Pennsylvania Convention Center, Philadelphia, PA June 25 - 28, 2023	TBD	Registration \$745 in person \$295 virtual Hotel, Meals, and Incidental at GSA rates. Expense reports required	\$2140.00 ESEA Title IIA

ROLL CALL:

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

PROGRAMS: **PROGRAMS**

- 1. Request and Recommendation for Board of Education Approval to Apply for the FY2024 Carl D. Perkins Secondary and Post Secondary Grants.**
 It is recommended by the Superintendent that the Board of Education grant approval to apply for the FY2024 Carl D. Perkins Secondary Grant in the amount of [\\$123,035](#) (Federal - \$92,995; Reserve - \$30,040) and the FY 2024 Carl D. Perkins Post Secondary Grant in the amount of [\\$80,784](#). Acceptance of final allocations for the FY2024 Carl D. Perkins Grant will be awarded upon the State’s review of a proposed Perkins Program Performance Activity Plan and Comprehensive Needs Assessment designed to address Perkins Performance Measures for the 2023-2024 school year.

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2. Request and Recommendation for Board of Education Approval to Apply for the Elementary and Secondary Education Act (ESEA), Title IA, Title IIA, and Title IV funding for the 2023-24 school year.

It is recommended by the Superintendent that the Board of Education approve the Salem County Vocational Technical School District to apply for the ESEA, Title IA, Title IIA and Title IV grant for the 2023-2024 School Year for the amounts as follows:

Title IA:	\$194,060
Title IIA:	\$ 24,897
Title IV:	\$ 13,441

3. Request and Recommendation for Board of Education Approval to Apply for the FY 24 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program in the amount up to \$639,317.

It is recommended by the Superintendent that the Board of Education approve the Salem County Vocational Technical School District to apply for the WIOA Title II FY 2024 funds in the amount up to \$639,317 from the New Jersey Department of Labor and Workforce Development from July 1, 2023 through June 30, 2024. The final award allocation will be accepted once it is received by the State.

4. Request and Recommendation for Board of Education Approval of Partner Contracts for the FY 24 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program.

It is recommended by the Superintendent that the Board of Education to approve the partner contracts:

Millville Public Library
Salem Community College
Rowan College of South Jersey
Revive South Jersey
Salem County Vocational Technical Schools including Salem Correctional Facility

5. Request and Recommendation for Board of Education Approval to Approve the 2023-2024 Adult Vocational Program Additional Class Schedule and Tuition.

It is requested by the Superintendent that the Board of Education approve the [2023-2024 Adult Vocational Program class schedule and tuition rates](#). The schedule is subject to change, pending future school closures and current situations that involve the safety of our students. Additionally, classes may cancel due to low enrollment. The class schedule and tuition rates are attached.

6. Request and Recommendation for Board of Education Approval of Continuation of Membership for the 2023-2024 School Year.

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It is recommended by the Superintendent that the Board of Education approve the continuation of membership in the following:

- [New Jersey Interscholastic Athletic Association 2023-2024](#) - \$2,500

7. Request and Recommendation for Board of Education Approval to Continue to be a Partnering District with Brookdale Community College to Offer the CTE Educator Preparation Program.

It is recommended by the Superintendent that the Board of Education approve SCVTS to continue partnering with Brookdale Community College to offer the CTE Educator Preparation Program for the 2023-2024 year.

8. Request and Recommendation by the Superintendent to Approve the SCVTS School Bus Emergency Evacuation Drill Reports

It is recommended by the Business Administrator to accept the completed School Bus Emergency Evacuation Drill Reports. In accordance with N.J.A.C. 6A:27-11.2 school bus emergency evacuation drills must be performed twice within a school year. The [reports](#) are attached. (2262 A-C)

9. Request and Recommendation for Board of Education Approval of Novels for the 2023-2024 School Year.

It is recommended by the Superintendent that the Board of Education approve additional novels for the English Department of SCVTS. The department seeks to expand the scope of novels available for the English classes. The [novels](#) are attached.

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

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.

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

It is recommended by the Superintendent that the Board of Education approve the use of the facilities for the [attached](#) events at Salem County Vocational Technical and Special Services Schools Districts. Experiences for approval are listed in the chart attached.

12. Request and Recommendation for Board of Education Approval of Expenses for Chaperones for the Salem County Vocational Technical School Class Trip to Orlando, Florida.

It is recommended that expenses incurred by the four (4) chaperones for the Salem County Vocational Technical School Class Trip to Orlando, Florida from May 20, 2023 through May 24, 2023 be reimbursed per the gsa guidelines. Receipts are required for reimbursement of expenses incurred.

13. 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

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POLICY –

B. Old Business: NONE

INFORMATIONAL ITEMS

- [CTHS Principal's Report](#)
- [CTHS Discipline Report](#)
- [SCVTS Program Enrollment Report](#)

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

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

ROLL CALL

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

In Favor 5 Abstain: 0 Opposed: 0

**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 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

June 6, 2023

Date

B. Cash Reconciliation Report

Reconciliation of
Cash

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Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of None at this time.

C. Board Secretary Certification

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

Board Secretary Certification

D. Board of Education Certification

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

Board of Education Certification

E. Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds for through May 30, 2023.

Transfer of Funds

F. Warrants

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

- SCSSSD Payroll for May 15, 2023 in the amount of \$408,082.83
- SCSSSD Payroll for May 30, 2023 in the amount of \$474,774.40
- SCSSSD Warrants for the period of May 01, 2023 through May 30, 2023 in the amount of \$431,173.31.

Warrants

ROLL CALL:

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

Roll Call

In Favor: 5 **Abstain:** 0 **Opposed:** 0

G. Board Secretary/Business Administrator New Business:

Board Secretary
New Business

1. Request and Recommendation for Board of Education Approval of the Cancellation of Check #0784

It is recommended by the Business Administrator that the Board of Education approve the cancellation of check #0784 to MacGill Discount School Nurse in the amount of \$66.48. No new check will be issued as it was a vendor error.

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2. Request and Recommendation for Board of Education Approval of the Cancellation of Check #0529

It is recommended by the Business Administrator that the Board of Education approve the cancellation of check #0529 to School Specialty. Reissuance of check #0806 that included the correct shipping and handling.

3. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Contract List for 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 School Year.

4. Request and Recommendation by the Business Administrator for Board of Education Approval of Transportation Contracts.

It is recommended by the Business Administrator that the Board of Education approve the transportation contracts [1](#) and [2](#) forwarded by Gloucester County Special Services.

5. Request and Recommendation by the Business Administrator for Board Approval to Authorize the Use of General Funds to Offset Food Service.

It is recommended by the Business Administrator that the Board of Education approve the use of general funds to offset the negative balance of Food Service for the 2022-2023 school year.

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

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

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

It is recommended by the Superintendent that the Board of Education approve the use of the facilities for the [attached](#) events at Salem County Vocational Technical and Special Services Schools Districts. Experiences for approval are listed in the chart attached.

8. Request and Recommendation for Board of Education Approval of the Cancellation of Check 0818

It is recommended by the Superintendent that the Board of Education approve the cancellation of check 0818 to Camp Edge and reissue as check 0839 to Ranch Hope for the same amount of \$750.

9. Request and Recommendation for Board of Education Approval of Professional Memberships for the 2023-2024 School Year.

It is recommended by the Superintendent that the Board of Education approve to pay for professional memberships for SCSSSD 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:

Brian Cummings - NJPSA - \$845
Rebecca Cruz-Guy - NJPSA - \$845

James Helder - NJPSA - \$845
Shawn Rebman - NSJPA - \$845

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Transfer:

5. Request and Recommendation by the Superintendent for Board of Education Approval of the Transfer of Samantha Richardson.

It is recommended by the Superintendent that the Board of Education approve the transfer of Samantha Richardson from BA-1 to MA-1 effective 6/1/2023.

Internship/Practicum: NONE

FMLA/NJFLA/LOA:

6. Request and Recommendation of the Superintendent for Board of Education for the Intermittent FMLA of Jammie Johnson

It is requested by the Superintendent that the Board of Education approve the Intermittent FMLA of Jammie Johnson, Paraprofessional at Salem Campus, beginning on or about March 2, 2023.

Terminations: NONE

ROLL CALL

Roll Call

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

In Favor: 5 Abstain: Opposed:

PROFESSIONAL DEVELOPMENT:

PROFESSIONAL DEVELOPMENT

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

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

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
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PCAST Swap Meet <i>Person Centered Planning</i> The Boggs Center May 23, 2023	Tyler Day	\$0 Reg. \$21.70 Miles \$5 Tolls \$125 Sub Rate	\$151.70
PCAST Swap Meet <i>Person Centered Planning</i> The Boggs Center May 23, 2023	Maureen Lewis	\$0 Reg. \$21.70 Miles \$5 Tolls	\$26.70
PCAST Swap Meet <i>Person Centered Planning</i> The Boggs Center May 23, 2023	Tara Jaquays	\$0 Reg. \$21.70 Miles \$5 Tolls	\$26.70

ROLL CALL

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

ROLL CALL

In Favor: 5 Abstain: Opposed:

INFORMATIONAL ITEMS

INFORMATIONAL ITEMS

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

It is recommended that the Board of Education to accept the [Student Enrollment Report](#), [Student Placement Report](#) and [Student Financial Report](#) for the month of May. This report has been modified after the last meeting to give more accurate and greater detail to the Board of Education.

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.

ROLL CALL

ROLL CALL

Action: Approved X Disapproved Held for Study
 Motion by: Ransome
 Second by: Halter

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

In Favor 5 Abstain: _____ Opposed: _____

XII. AUDIENCE PARTICIPATION II / COMMISSIONER LIAISON RECOGNITION / BOARD COMMENT

**Audience
Participation
Commissioner
Liaison Report**

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.

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

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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 return to open session to conduct business at the conclusion of the executive session.

XIV. RESUMPTION OF PUBLIC PORTION OF THE MEETING –

**Adjournment 8:02
PM**

XV. ADJOURNMENT 8:02 PM

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

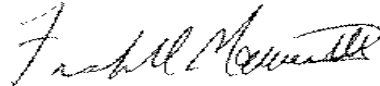
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In Favor 5 Abstain: 0 Opposed: 0

Respectfully Submitted,



Jennifer Bates
Assistant Superintendent
Business Administrator/Board Secretary
SCVTS



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