

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

Regular Board of Education Meeting Minutes
October 16, 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, October 16, 2023 at 7:01 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 7:01 p.m. at which time the following statement was read:

II. CALL TO ORDER

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

Called to Order

III. SWEARING IN OF BOARD OF EDUCATION MEMBERS

Roll Call

- 1. Bilge Balci - October 1, 2023 to expire June 30, 2024 (SCVTS Student Member)

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

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

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

Minutes and Executive Minutes

IV. ROLL CALL

Mr. James Davis	P _____	Mr. Earl Ransome	P _____
Mr. Linwood Donelson III	A _____	Ms. Patty Bomba	P _____
Mr. Daryl Halter	P _____	Ms. Margaret Nicolosi	A _____
Mrs. Julie Smith	P _____	Mr. Brian Pio	A _____
		Miss Bilge Balci	P _____

Others Present: Mr. John Swain, Superintendent, Mr. Frank Maurer, Assistant Superintendent /B.A./Board Secretary, Dr. Jennifer Bates, Assistant Superintendent/B.A./Board Secretary, Mr. James Helder, Principal of the Salem Campus, Ms. Alecia Smith Director of Curriculum and Instruction, Mr. Jason Helder, Principal of the Career and Technical High School, Mr. Brian Quinn, Culinary Instructor and NJEA President for SCVTS, Mrs. Rachel Lester-Batiatta, Instructor CTHS, Mrs. Elizabeth Bernaut-

Addenda

Audience Participation I

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Duaine, CTHS Instructor, Clinton Bobo, Career and Technical High School student of the month with mother and grandmother.

V. MINUTES

It is recommended that the Board of Education approve the Minutes and Executive Minutes of the September 26, 2023 Board of Education Meeting.

Action: Items 1

Approved X Disapproved _____ Held for Study _____

Motion by: Halter _____

Second by: Ransome _____

Mr. Davis _____ Mr. Ransome _____

Mr. Donelson _____ Ms. Bomba _____

Mr. Halter _____ Ms. Nicolosi _____

Mrs. Smith _____

In Favor: 4 Abstain: Donelson, Smith _____ Opposed: 0

VI. ADDENDA

A. Acceptance of Agenda Addenda Items SCVTS - none

B. Acceptance of Agenda Addenda Items SCSSSD - none

VII. AUDIENCE PARTICIPATION I - none

**Board of Education
Business**

New Business

VIII. BOARD OF EDUCATION BUSINESS

A. New Business-

1. Request and Recommendation for the Board of Education To Approve the Negotiated Contract and Salaries for Salem County Vocational School Employee Association.

It is recommended that the Board of Education approve the negotiated contract for the Salem County Vocational Employee Association from July 1, 2023 through June 30, 2027.

MOVED TO CLOSED SESSION

BROUGHT BACK AFTER CLOSED AND VOTED UPON.

ROLL CALL:

Action: Items 1

Approved X Disapproved _____ Held for Study _____

Motion by: Davis _____

Second by: Halter _____

Mr. Davis Y _____ Mrs. Bomba Y _____

Mr. Donelson Y _____ Mr. Ransome Y _____

Mr. Halter Y _____ Ms. Nicolosi _____

Mrs. Smith Y _____

Comments

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In Favor: 6 Abstain: _____ Opposed: _____

C. Correspondence-

D. Presentations

Presentations


1. NJSLA Spring 2023 score report
2. Off Shore Wind Grant Update
3. 21st CCLC Updates
4. Student of the Month
 1. Cumberland - Veronica Nelson and Amaree Lee
 2. Daretown - Sasha Parker
 3. RDS-Salem - Bryan Ruiz Perez
 4. Career and Technical High School - Clinton Bobo

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

A. Board Secretary Report

BSR

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2023 Revised, April 2023 Revised, May 2023 Revised and June 2023 Revised. 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.

Busin  _____
Secretary

October 16, 2023
Date

B. Reconciliation of Cash for School Funds Report

Cash Rec.

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2023 REVISED, April 2023 REVISED, May 2023 REVISED, June 2023, preliminary July 2023, and preliminary August 2023. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement.

C. Board Secretary Certification

Board Sec. Cert

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

BOE Cert

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

None

Transfer of funds

F. Warrants

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

- SCVTS Payroll Period Ending September 15, 2023 in the amount of \$302,528.89
- SCVTS Payroll Period Ending September 30, 2023 in the amount of \$297,506.65
- Payments for the period month of September 2023 in the amount of \$519,554.88.
-

Warrants

ROLL CALL:

Action: Items A-F

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

In Favor: 6 **Abstain:** **Opposed:**

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation for Board of Education Approval of a Services Agreement with Language Learning Network for the 2023-2024 School Year.

It is recommended by the Business Administrator that the Board of Education approve the Services Agreement with Language Learning Network for onsite instructional services for Spanish I and Spanish II for the remainder of the 2023-2024 school year. The cost of the Services Agreement is \$70,000.

Service agreement
Language learning network

2. Request and Recommendation for Board of Education Approval of a Corrective Action Plan Related to the AMR (CAFR) Report for FY 22.

It is recommended by the Business Administrator that the Board of Education approve the Corrective Action Plan for FY 22. As required by NJSA 18:23-5, recommendations of the auditor related to the Salem County Vocational Technical School District were read and discussed at the March 28, 2023 board of education meeting. Corrective measures have been put in place since such time.

Corrective action plan
AMR CAFR

3. Request and Recommendation for Board of Education Approval of a Corrective Action Plan related to Title II Adult Education and Literacy for FY 23, Enterprise Funds, and Student Activities.

It is recommended by the Business Administrator that the Board of Education approve the Corrective Action Plan being implemented as a result of internal audit issues identified with purchasing, supporting documentation, and timelines of such processes.

Corrective Action plan
Title II Enterprise fund & SA

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4. Request and Recommendation by the School Business Administrator for the Board of Education to Approve Leasing Copiers for the District Office from KDI Office Technology.

It is recommended by the Business Administrator for the Board of Education to approve leasing copiers for the District Office for 60 months for a total of \$144.84 per month from KDI Office Technology. KDI is an approved State Contract vendor. The proposal is attached.

5. Request and Recommendation for Board of Education Approval of a Contract for Third Party Evaluation Services for the 21st Century Community Learning Center Grant.

It is recommended by the Business Administrator that the Board of Education approve a Contract for Third Party Evaluation Services with Management and Evaluation Associates, Inc. for the 21st Century Community Learning Center Grant in the amount of \$22,000 from September 1, 2023 to August 31, 2024.

ROLL CALL:

Action: Items 1-5

Approved X Disapproved Held for Study

Motion by: Halter

Second by: Ransome

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

In Favor: 6 Abstain: 0 Opposed: 0

**A. New Business:
PERSONNEL:**

Personnel

New Hire:

1. Request and Recommendation for Board of Education Approval of James Porter as the Substitute Part Time Automotive Instructor for the Adult Education Evening Program.

New Hires

It is recommended by the Superintendent that the Board of Education approve the employment of James Porter as the substitute part-time Automotive Instructor for the Adult Education evening program courses offered during the 2023-2024 school year at the rate of \$33.00 per hour, as needed. Timesheets are required. Course offering is subject to minimum enrollment requirements.

James Porter

2. Request and Recommendation for Board of Education Approval of Eric Krise as a Volunteer/Substitute at the Career and Technical High School.

Eric Krise

It is recommended by the Superintendent that the Board of Education approve Eric Krise as a substitute teacher at the Career and Technical High School at a daily rate of \$125 per day. It is further recommended that Mr. Krise be approved as a volunteer at the Career and Technical High School to assist career and

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technical programs with projects and links to work based learning experiences for the 2023-2024 school year.

3. Request and Recommendation for Board of Education Approval for the Employment of Nicole Sickler as a Building Based Substitute.

Nicole Sickler

It is requested by the Superintendent that the Board of Education approve the employment of Nicole Sickler as a Building Based Substitute at the rate of \$125/day, effective October 16, 2023.

4. 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.

21st Century funding for staff

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 are listed below.

Staff	Funding Source	Hourly Salary
Stephen Keane*, Substitute Site Coordinator	21st CCLC	\$43 per hour

*Mr. Keane will work in collaboration with program and building level administration as needed to ensure the effective implementation of the afterschool program.

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

Novice Instructors & Mentors

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
Victoria Duff	Rachael Battiata	\$500 (CEAS)

Resignations

Resignation:

6. Request and Recommendation of the Superintendent for Board of Education Approval of Resignation of Martha Arrizon.

Martha Arrizon

It is requested by the Superintendent that the Board of Education approve the resignation of Martha Arrizon, World Language Instructor, effective October 31, 2023.

Retirement Resignation:

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7. Request and Recommendation of the Superintendent for Board of Education Approval of Retirement Resignation of Laurie Taormino.

Laurie Taormino

It is requested by the Superintendent that the Board of Education approve the retirement resignation of Laurie Taormino, Confidential Business Office Assistant - Accounts Payable, effective December 31, 2023.

FMLA/NJFLA/LOA:

8. Request and Recommendation for Board of Education Approval of FMLA and NJFLA for Nicole Kelly.

FMLA NJFLA

It is requested by the Superintendent that the Board of Education approve the FMLA of Nicole Kelly, Teacher at the Cumberland Campus, beginning on or about January 15, 2024 until on or about February 23, 2024. Additionally, NJFLA is requested beginning on or about February 26, 2024 until on or about May 17, 2024.

Nicole Kelly

ROLL CALL:

Action: Items 1-8

Approved X Disapproved _____ Held for Study _____

Motion by: Davis

Second by: Smith

Mr. Davis Y_____ Mr. Ransome Y_____

Mr. Donelson Y_____ Ms. Bomba Y_____

Mr. Halter Y_____ Ms. Nicolosi _____

Mrs. Smith Y_____

In Favor 6 Abstain: _____ 0 _____ Opposed: _____ 0 _____

Professional Development

PROFESSIONAL DEVELOPMENT:

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

Personnel

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

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
20 Best Technology Tools to Increase Student Learning and Simplify Your Teaching Life (Virtual) October 25, 2023	Amber Furey	\$279 Registration	\$279.00 ESEA Title IIA
Educators Class Culinary Institute of America Hyde Park, NY	Brian Quinn	Free Registration \$157.92 mileage \$300 Hotel	\$586.42

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1. Request and Recommendation for Board of Education Approval to Apply for the Innovation Dual Enrollment Pilot Notice of Grant Opportunity in the amount up to \$100,000.

Pilot Notice of Grant

It is recommended by the Superintendent that the Board of Education grant approval to apply for the Innovational Dual Enrollment Pilot Grant in the amount up to \$100,000. The single-year competitive grant provides local educational agencies (LEAs) with the opportunity to start or expand dual enrollment programs through innovations that facilitate high student participation, particularly for underrepresented student groups. The innovations of grantees are anticipated to lay the foundation for the State to meet the targets recommended in the Dual Enrollment (DE) Study Commission's report. The grant is open to all operating New Jersey public school LEAs that, based on 2021-2022 data, have at least forty percent (40%) economically disadvantaged student enrollment in high school and have an established dual enrollment partnership with an accredited New Jersey institute of higher education (IHE). If awarded the Grant will begin on December 1, 2023 and end on December 31, 2024.

2. Request and Recommendation for Board of Education Approval for FFA Members and Chaperones to Attend the National FFA Convention in Indianapolis, Indiana from October 31, 2023 to November 3, 2023.

National FFA Convention Chaperones

It is recommended by the Superintendent that the Board of Education grant approval for eleven (11) FFA members and 4 chaperones to attend and participate in the National FFA Convention in Indianapolis, Indiana from October 31, 2023 to November 3, 2023.

Per Board of Education policy, the school district will allocate a maximum of \$2500 for student participation costs of registration, travel and lodging in national conferences and competitions. The balance of the student costs will be covered by the FFA Chapter or student/parent contribution. A cost breakdown for the trip is as follows:

Student Costs

Travel (Airfare/Ground Transportation):	\$2,990.00 – paid by FFA thru fundraising
Registration fees:	\$1,070.00 – paid by FFA thru fundraising
Hotel Lodging:	\$5,184.00 – to be paid by FFA thru fundraising

Ground Transportation:	Max of \$1,000 - paid by FFA thru fundraising
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Cost to District: (Advisor & Chaperone)

Airfare	\$396 each (two teacher chaperones)
Baggage Fees for Airline	\$250 each (two teacher chaperones)
Ground transportation	\$100 each (two teacher chaperones)
Registration Fees	\$80.00 each (two teacher chaperones)
Hotel	\$762.00 per GSA (total for 3 nights)
Meals	\$234.00 each per GSA (two teacher chaperones)
Substitute Coverage	\$125.00 per person (2) per day(4) = \$1,000.00
Chaperone Fee:	\$ 75.00 per night, per teacher chaperone (Acct# 11-140-100-53-002)

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*Chaperone meal reimbursement and hotel costs are reimbursed in accordance with GSA guidelines

3. Request and Recommendation for Board of Education Approval to accept 2022-2023 Carryover Funds from the NJDOE for the Elementary and Secondary Education Act (ESEA) Title IA and Title IIA Grants and IDEA for use During the 2023-2024 School Year.

Carryover
Funds NJDOE

It is recommended by the Superintendent that the Board of Education grant approval to accept 2022-2023 carryover funds from the NJDOE for the ESEA Title IA and Title IIA Grant. The funds will be used during the 2023-2024 school year to improve program offerings.

Title IA - \$82,191 up to allowable percentage
Title IIA - \$37,566 up to allowable percentage
Title IV - \$1,115 up to allowable percentage
IDEA - \$15,276 up to allowable percentage

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

Use of
Facilities

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.

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

Curriculum in
action

It is recommended by the Superintendent that the Board of Education approve the curriculum in action field trips for the Salem County Vocational Technical Schools.

6. Request and Recommendation for Board of Education Approval for the National Technical Honor Society (NTHS) Curriculum in Action Trip.

NTHS Trip

It is recommended by the Superintendent that the Board of Education approve the NTHS trip to see Wicked on Broadway on April 17, 2024 at 2 PM. The trip is paid for by the students interested in attending. The tickets for the three chaperones will be paid by the NTHS Student Activity Account. The cost per ticket is \$59.00 each. Students will leave campus at 8 AM and return to campus at 9 PM. The cost to the district is \$375.00 (\$125.00 x 3) for substitutes for three chaperones and travel/bus expenses.

7. Request and Recommendation for Board of Education Approval of fundraising activities for the Career and Technical High School for the 2023-2024 school year.

Fundraising

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
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A.	U Got Brains	Selling bottled water to students during gym class for \$1.00 per bottle.	2023-2024 school year
B.	Class of 2025	Jack Link's Meat Snacks. Students will sell items at home. Meat snacks will be sold for \$1.50 - \$2.00	October 17, 2023 - June 30, 2023
C.	Class of 2025	Gertrude Hawk Chocolates Students will sell at home to fund class trips, shirts, etc. \$2.00 per bar	October 17, 2023 - June 30, 2023
D.	Culinary Club	Selling various sides and desserts for families to enjoy on Thanksgiving. Cost: 8.00 to \$175.00	October 17, 2023 - November 15, 2023
E.	Senior Trip Advisor	Holiday Spirit Wear Sale. Selling Chargers spirit wear and accessories. Funds raised will support the purchase of Senior Trip T-Shirts.	November 1, 2023 - November 15, 2023
F.	Skills USA	Trunk or Treat Cost to trick or treaters is \$5.00	October 26, 2023 6-8 PM
G.	Skills USA	Cornhole Tournament Cost for participants is \$10.00 for a team of two players.	November 2, 2023 3 - 5 PM
H.	Car Show	Car show, craft fair, walk for special needs, food trucks	May 4, 2023

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

Student
community
service
project

Community Service Project	Date	District Cost
Adopt A Road Clean Up - You Got Brains	To be determined.	No cost to district.

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Students will participate in a road clean up 4 times per year for the 2023-2024 school year.		
Miller Keystone Blood Bank Center - Allied Health students will assist with a Blood Drive to be held at SCVTS in the Allied Health Classroom.	November 7, 2023	N/A

ROLL CALL:

Action: Items 1-8

Approved X Disapproved _____ Held for Study _____

Motion by: Halter

Second by: Smith

Mr. Davis Y _____ Mr. Ransome Y _____

Mr. Donelson Y _____ Ms. Bomba Y _____

Mr. Halter Y _____ Ms. Nicolosi _____

Mrs. Smith Y _____

In Favor 6 Abstain: 0 Opposed: 0

POLICY

Policy

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

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

- ~~P 1524~~ ~~School Leadership Councils (Abolished)~~
- [P & R 1642.01](#) Sick Leave (New)**
- [P 2270](#) Religion in the Schools (Revised)**
- [P & R 2419](#) School Threat Assessment Teams (M)(New)**
- [P 3161](#) Examination for Cause (Revised)**
- [P & R 3212](#) Attendance (M) (Revised)**
- [P 3324](#) Right of Privacy (Revised)**
- ~~P & R 3432~~ ~~Sick Leave (Abolished)~~
- [P 4161](#) Examination for Cause (Revised)**
- [P & R 4212](#) Attendance (M) (Revised)**
- [P 4324](#) Right of Privacy (Revised)**
- ~~P & R 4432~~ ~~Sick Leave (Abolished)~~
- [P & R 5111](#) Eligibility of Resident/Nonresident Students (M) (Revised)**

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- P & R 5116 Education of Homeless Children and Youths (Revised)
- ~~P & R 5460.02~~ Bridge Year Pilot Program (M) (Abolished)
- ~~P 6361~~ Relations With Vendors for Abbott Districts (Abolished)
- P 8500 Food Services (M) (Revised)
- ~~P 8540~~ School Nutrition Programs (M) (Abolished)
- ~~P 8550~~ Meal Charges/Outstanding Food Service Bill (M) (Abolished)

ROLL CALL:

Action: Items

Approved X Disapproved _____ Held for Study _____

Motion by: Halter

Second by: Bomba

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

In Favor 6 Abstain: _____ Opposed: _____

Roll Call

B. Old Business:

INFORMATIONAL ITEMS

1. **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 X Disapproved _____ Held for Study _____

Motion by: Ransome

Second by: Bomba

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

In Favor 6 Abstain: 0 Opposed: 0

Vote

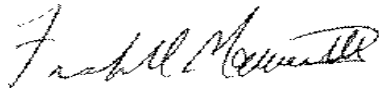
**X. BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORT-
SPECIAL SERVICES SCHOOL DISTRICT
Board Secretary Report**

Board Secretary/
Business
Administrator -
SCSSSD

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of September 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.



Administrator/Board Secretary

October 17, 2023 Business
Date

B. Reconciliation of Cash for School Funds Report

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

Cash Rec

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 Cert.

D. Board of Education Certification

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

BOE Cert.

E. Transfer of Funds

It is recommended that the Board approve the transfer report for the month of September 2023.

Transfer of funds

F. Warrants

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

- SCSSSD Payroll Period Ending September 15, 2023 in the amount of \$435,177.78
- SCSSSD Payroll Period Ending September 30, 2023 in the amount of \$408,154.36
- Payments for the time period of September 2023 amount of \$554,269.33.

Warrants

Roll Call:

Action: Items A-F

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Approved X Disapproved _____ Held for Study _____

Motion by: Halter

Second by: Bomba

Mr. Davis Y_____ Mr. Ransome Y_____

Mr. Donelson Y_____ Ms. Bomba Y_____

Mr. Halter Y_____ Ms. Nicolosi _____

Mrs. Smith Y_____

In Favor: 6 Abstain: 0 Opposed: 0

New Business

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation for Board of Education Approve the Acceptance of A Donation from DonorChose

Donation DonorChose

It is requested by the Business Administrator that the Board of Education approve a donation of supplies from DonorChose for the Daretown Campus through Tyler Day. The donation is valued at \$583.56.

2. Request and Recommendation for Board of Education To Approve the Correction to the Services Rates 2023-2024

Correction Service rates

It is recommended by the School Business Administrator that the Board of Education approve the correction to the service rates for 2023-2024. School Bus Service should be \$40/hour.

3. Request and Recommendation for Board of Education To Approve the Itinerant/Shared Services Agreement with Lower Cape May Regional School District for the 2023-2024 School Year

Service agreement

Lower Cape May

It is recommended by the School Business Administrator that the Board of Education approve the Itinerant/Shared Services Agreements with Lower Cape May Regional School District.

4. Request and Recommendation by the Business Administrator that the Board of Education Approve GCSSD Transportation Contracts.

GCSSD Transportation

It is recommended by the school administrator that the Board of Education approve the attached GCSSD Transportation contracts part 1 and 2.

5. Request and Recommendation by the Business Administrator to Approve the School Bus Emergency Evacuation Drill Reports

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 for Cumberland, Daretown, Salem, and District.

Roll Call:

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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5. Request and Recommendation for Board of Education Approval of FMLA for Deanna Latona.

Deanna Latona

It is requested by the Superintendent that the Board of Education approve the FMLA of Deanna Latona, Paraprofessional at the Cumberland Campus, beginning on or about September 13, 2023 until on or about December 8, 2023.

6. Request and Recommendation for Board of Education Approval of FMLA and NJFLA for Samantha Taylor.

Samantha Taylor

It is requested by the Superintendent that the Board of Education approve the FMLA of Samantha Taylor, Paraprofessional at the Cumberland Campus, beginning on or about January 14, 2024 until on or about March 27, 2024. Additionally, NJFLA is requested beginning on or about March 28, 2024 until on or about June 19, 2024.

Retirement Resignation:

7. Request and Recommendation of the Superintendent for Board of Education Approval of Retirement Resignation of Jean Pileri.

Jean Pileri

It is requested by the Superintendent that the Board of Education approve the retirement resignation of Jean Pileri, Related Services Secretary, effective December 31, 2023.

Resignation:

8. Request and Recommendation of the Superintendent for Board of Education Approval of Resignation of Wayne Data.

Wayne Data

It is requested by the Superintendent that the Board of Education approve the resignation of Wayne Data, Assistant Maintenance Mechanic, effective October 27, 2023.

9. Request and Recommendation of the Superintendent for Board of Education Approval of Resignation of Gianna Rodriguez.

Gianna Rodriguez

It is requested by the Superintendent that the Board of Education approve the resignation of Gianna Rodriguez, Speech Therapist - Related Services, effective November 30, 2023.

Roll Call

Action: Items 1-9

Approved X Disapproved _____ Held for Study _____

Motion by: Smith

Second by: Halter

Mr. Davis Y Mr. Ransome Y

Mr. Donelson Y Ms. Bomba Y

Mr. Halter Y Ms. Nicolosi _____

Mrs. Smith Y

In Favor: 6 Abstain: _____ Opposed: _____

1. Request and Recommendation for Board of Education Approval of Fund Raiser

Fundraisers

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Event	Description	Date(s)
Car Show	Car show, craft fair, walk for special needs, food trucks	May 4, 2023

2. Request and Recommendation for Board of Education Approval of the Use of the Facilities for the Salem County Special Services.

It is recommended by the Superintendent that the Board of Education approve the use of the facilities for the attached events at Salem County Special Services.

Use of
Facilities

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

It is recommended by the Superintendent that the Board of Education approve the curriculum in action field trips for the Salem County Special Services.

Curriculum in
action

4. Request and Recommendation for Board of Education Approval of fundraising activities 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.

Fundraising

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
A.	Cumberland Field Day	T-Shirt Sale	11/1/2023-11/30/2023

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.

Professional
Development

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
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Special Education Directors' Toolkit - November 17, 2023 Monroe Township, NJ	Jami Leyman	\$149 Course \$47.12 Mileage \$5.14 Tolls	\$201.26
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ROLL CALL:

Action: Items 1-4 & Item 1

Approved X Disapproved _____ Held for Study _____

Motion by: Davis

Second by: Halter

Mr. Davis Y _____ Mrs. Bomba Y _____

Mr. Donelson Y _____ Mr. Ransome Y _____

Mr. Halter Y _____ Ms. Nicolosi _____

Mrs. Smith Y _____

In Favor: 6 Abstain: _____ Opposed: _____

POLICY

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

Policy

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

- ~~P 1524~~ ~~School Leadership Councils (Abolished)~~
- P & R 1642.01 Sick Leave (New)
- P 2270 Religion in the Schools (Revised)
- P & R 2419 School Threat Assessment Teams (M)(New)
- P 3161 Examination for Cause (Revised)
- P & R 3212 Attendance (M) (Revised)
- P 3324 Right of Privacy (Revised)
- ~~P & R 3432~~ ~~Sick Leave (Abolished)~~
- P 4161 Examination for Cause (Revised)
- P & R 4212 Attendance (M) (Revised)
- P 4324 Right of Privacy (Revised)
- ~~P & R 4432~~ ~~Sick Leave (Abolished)~~
- P & R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P & R 5116 Education of Homeless Children and Youths (Revised)
- ~~P & R 5460.02~~ ~~Bridge Year Pilot Program (M) (Abolished)~~

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~~P 6361 Relations With Vendors for Abbott
Districts~~

~~Abolished)~~

P 8500 Food Services (M) (Revised)

~~P 8540 School Nutrition Programs (M) (Abolished)~~

~~P 8550 Meal Charges/Outstanding Food Service
Bill (M) (Abolished)~~

ROLL CALL:

Action: Items 1

Approved X Disapproved _____ Held for Study _____

Motion by: Bomba

Second by: Ransome

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

In Favor 6 Abstain: _____ Opposed: _____

INFORMATIONAL ITEMS

1. Student Enrollment/Student Financial Report

HIB 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: Items 1-2

Approved X Disapproved _____ Held for Study _____

Motion by: Davis

Second by: Smith

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

In Favor 6 Abstain: _____ Opposed: _____

XI. AUDIENCE PARTICIPATION II / COMMISSIONER LIAISON RECOGNITION / STUDENT MEMBER/ BOARD COMMENT

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

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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.

Mr. Jim Helder: Great start. Added a few new worksites. Bridge program this week for students who might transition to TCP. The High school ASD program is going well. Athletics are going well. 16 vo-techs here today for cross country.

Miss Bilaci: Spirit week is this week and going well. Homecoming is coming up and we are excited.

Mr. Jason Helder: Open House 18th

Ms. Alecia Smith: Busy school year. Working on QSAC

Mrs. Patty Bomba: Disability awareness day was great. Kim from Java Dog was given an award for her work with special services.

XIII. RECESS INTO EXECUTIVE SESSION 8:01 pm

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

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

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

1. Matters of personal confidentiality rights, including but not limited to, staff and/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:

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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: **SCVTSEA Contract, 12 Month SCVTS/SCSSSD Staff**

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: SCVTS World Language

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

**CLOSED SESSION
8:13 PM**

Action:	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> Held for Study <input type="checkbox"/>		
	Motion by: <u> Smith </u>		
	Second by: <u> Bomba </u>		
	Mr. Davis <input type="checkbox"/>	Mr. Ransome <input type="checkbox"/>	
	Mr. Donelson <input type="checkbox"/>	Ms. Bomba <input type="checkbox"/>	
	Mr. Halter <input type="checkbox"/>	Ms. Nicolosi <input type="checkbox"/>	
	Mrs. Smith <input type="checkbox"/>		

IN FAVOR 6. Abstain: Opposed:

XIV. RESUMPTION OF PUBLIC PORTION OF THE MEETING – 8:38 pm

Action:	Approved <input checked="" type="checkbox"/> Disapproved <input type="checkbox"/> Held for Study <input type="checkbox"/>		
	Motion by: <u> Halter </u>		
	Second by: <u> Ransome </u>		
	Mr. Davis <input type="checkbox"/>	Mr. Ransome <input type="checkbox"/>	
	Mr. Donelson <input type="checkbox"/>	Ms. Bomba <input type="checkbox"/>	
	Mr. Halter <input type="checkbox"/>	Ms. Nicolosi <input type="checkbox"/>	
	Mrs. Smith <input type="checkbox"/>		

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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IN FAVOR 6 Abstain: _____ Opposed: _____

1. Request and Recommendation for the Board of Education To Approve the Negotiated Contract and Salaries for Salem County Vocational School Employee Association.

It is recommended that the Board of Education approve the negotiated contract for the Salem County Vocational Employee Association from July 1, 2023 through June 30, 2027.

ROLL CALL:

Action: Items 1

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

FURTHER RESOLVED that the Board of Education will return to open session to conduct business at the conclusion of the executive session. **8:39 PM**

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

IN FAVOR 6. Abstain: _____ Opposed: _____

XV. RESUMPTION OF PUBLIC PORTION OF THE MEETING – 9:04 pm

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

IN FAVOR Abstain: _____ Opposed: _____

Board New Business:

Request and Recommendation for Board of Education Approval for a 12 Month Employee Salary Increase for the 2023-2024 School Year.

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It is Requested by the Superintendent that the Board of Education approve a 12 month employee salary increase for the 2023-2024 school year.

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

IN FAVOR 6 Abstain: Opposed:

XV. ADJOURNMENT 9:04 PM

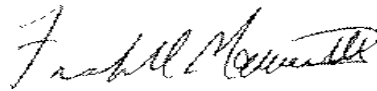
Action: Approved X Disapproved Held for Study **Adjournment 8:33 PM**
Motion by: Davis _____
Second by: Donelson _____
Mr. Davis _____ Mr. Ransome _____
Mr. Donelson _____ Ms. Bomba _____
Mr. Halter _____ Ms. Nicolosi _____
Mrs. Smith _____

In Favor 6 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
SCSSSD