

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, April 23, 2024 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 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. Patty Bomba	_____
Mr. Daryl Halter	_____	Exec. County Superintendent	_____
Mrs. Julie Smith	_____	Ms. Balci	_____

IV. MINUTES

It is recommended that the Board of Education approve the Minutes of the March 26, 2024 Board of Education Meeting.

Action: Approved____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mrs. Bomba	_____
Mr. Halter	_____	Exec. County Superintendent	_____
		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	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mrs. Bomba	_____
Mr. Halter	_____	Exec. County Superintendent	_____
		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	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mrs. Bomba	_____
Mr. Halter	_____	Exec. County Superintendent	_____
		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:

Be recognized by the Board President.

State your full name and address before commenting.

Identify the resolution on which you will be commenting.

Wait to be recognized before making your comments.

Limit your comments to the specific resolution.

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.

Comments from the public will not have a response from the Board of Education.

VII. BOARD OF EDUCATION BUSINESS

A. Old Business

B. New Business

C. Correspondence

1. NJ Regional Day School At Mannington Budget Approval letter from Heather Leary March 26, 2024
2. SEMI Waiver Approval Letter 2024-2025

D. Presentations

1. Students of the Month

1. RDS -Corey Green
2. Cumberland -

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4. Request and Recommendation for Board of Education Approval to Return \$1,000 Received from The Brain Alliance of NJ for the 2023-2024 School Year.

It is recommended by the Business Administrator that the Board of Education approve to return \$1,000 to The Brain Alliance of NJ. They annually provide SCVTS with \$1,000 to run the “U Got Brains” campaign, which promotes safe driving throughout the school through various activities. SCVTS has been struggling with student engagement this school year.

5. Request and Recommendation by the Business Administrator for the Board of Education to approve the 2024-2025 AmeriHealth Benefits Plan Trust Agreement through Brown and Brown Advisers.

It is recommended by the Business Administrator that the Board of Education approve the 2024-2025 AmeriHealth Benefits plan Trust Agreement through Brown and Brown Advisers. Chart of rates is attached. Health Renewal and Marketing Report is attached.

6. Request and Recommendation for Board of Education Approval of a donation to the Auto Tech and Auto Collision Programs.

It is recommended by the Business Administrator that the Board of Education accept the donation of a 2007 Dodge Dakota truck to the Auto Tech and Auto Collision programs. Rich Sosnowik is donating the vehicle, it is in running condition, and he has the title.

7. Request and Recommendation for Board of Education Approval an Intent to Enter into a Joint Purchasing Agreements as Part of a Shared Service Initiative with Penns Grove-Carneys Point Board of Education for the 2024-2025 School Year.

It is recommended that the Board of Education approve the the intent to joint purchasing agreement as part of a shared service initiative. The agreements shall be in effect for fiscal year 2024-25, which runs from July 1, 2024 through June 30, 2025 for Milk, Juice, and Dairy products as well as baked goods.

8. Disposal of the Following Items that are of No Further Use or Value.

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

Item	ID Number	Value
Trophy Case	VoTech #06984	\$0
Trophy Case	VoTech #06985	\$0
DR 26” Lawn Mower	Model WM13026DEN	\$0

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3. Request and Recommendation for Board of Education Approval of the Revised Employment Contract for AFJROTC Instructor Ret. Lt. Colonel Joseph Rojas and CMSgt Keith Zulkowski.

It is recommended that the Board of Education approve the revised employment contract for the AFJROTC instructors – Ret. Lt. Colonel Joseph Rojas and CMSgt Keith Zulkowski. In accordance with action taken at the annual personnel meeting, salary adjustments for Col. Rojas and 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 Ret. Lt. Colonel Joseph Rojas for January 2024 until April 15, 2024 equals an additional \$1,334.20. Retroactive pay for CMSgt Keith Zulkowski for January 2024 until April 15, 2024 equals an additional \$1,154.26. The instructors shall not be eligible for any other SCVTS salary adjustment from the Board of Education.

Name	Previous Salary effective September 2023	Revised Salary with (MIP as Determined by USAF)	Previous MIP Per Month	Revised MIP Per Month
Ret. Lt. Colonel Joseph Rojas	\$85,554.80	\$89,366.80	\$8,555.48	\$8,936.68
CMSgt Keith Zulkowski	\$66,530.30	\$69,828.20	\$6,653.03	\$6,982.82

New Hires:

4. Request and Recommendation for Board of Education Approval for the Employment of Stefano Impellizzeri.

It is requested by the Superintendent that the Board of Education approve the employment of Stefano Impellizzeri as an Assistant Maintenance Mechanic at the Career and Technical High School Maintenance Department with an anticipated start date of May 1, 2024 at a salary of \$36,900.00, prorated.

5. Request and Recommendation for Board of Education Approval for the Employment of Nicole Sickler as a long term substitute for Agricultural Science from March 1, 2024 to June 30, 2024 at a salary of \$57,990, Step 1.

It is requested by the Superintendent that the Board of Education approve the employment of Nicole Sickler for a long term leave replacement. Ms. Sickler is eligible and has NJDOE certification for Teach of Agriculture pending. Ms. Sickler serves as a substitute teacher at the Career and Technical High School previously and has assumed responsibilities for the Academy of Agriculture. Ms. Sickler will be paid \$57,990, Step 1, prorated from March 1, 2024.

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6. 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 are listed below.

Staff	Funding Source	Hourly Salary
Matthew Sacks - Instructor	21st CCLC	\$38 per hour
Marcus Dowe - Instructor	21st CCLC	\$38 per hour

FMLA/NJFLA/LOA:

7. Request and Recommendation for Board of Education Approval of the Request for FMLA for Lawrence Crawford.

It is recommended by the Superintendent that the Board of Education approve the request for FMLA for Lawrence Crawford from on or about April 4, 2024 through on or about June 30, 2024.

ROLL CALL (Items 1 -7)

Action: Approved____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

Mr. Davis _____	Mr. Ransome _____
Mr. Donelson _____	Mrs. Bomba _____
Mr. Halter _____	Exec. County Superintendent _____
	Mrs. Smith _____

Abstain: _____ Opposed: _____

PROFESSIONAL DEVELOPMENT:

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

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

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3. Request and Recommendation for Board of Education Approval of the Included Summer Professional Development and Curriculum Review Opportunities for SCVTS.

It is recommended by the Superintendent that the Board of Education approve the listed activities for approval of staff members to be compensated for hours worked outside of their regularly contracted hours for tasks as assigned. All staff approved for such services or opportunities will be approved at a later date.

Description of Professional Development or Curriculum Opportunity	Participant(s)	Compensation	Funding Source
Student Evaluations for Lexile levels (QRI). Staff working directly with students.	Incoming Freshman and New Students	\$50 per hour for hours worked, timesheet required.	ESEA Title IA
Curriculum Writing: Staff involved in the curriculum review, revision, and writing process as well as required training on the same.	CTHS Staff as needed and approved	\$50 per hour for hours worked, timesheet required.	ESEA Title IIA
Mentor Teacher Training and New Staff Orientation	Mentor Teachers	\$50 per hour for hours worked, timesheet required.	ESEA Title IIA
Staff Professional Development and Trainings	Staff approved for participating PDs.	\$50 per hour for hours worked, timesheet required.	ESEA Title IIA

4. Request and Recommendation for Board of Education Approval of a Lease Agreement between Salem Community College and Salem County Vocational Technical School for Use of Space for Instructional Training in Educational Programs Offered by Salem County Vocational Technical School and Offices for Supervisorial Personnel for the Programs dated July 1, 2023 through June 30, 2025.

It is recommended by the Superintendent that the Board of Education approve a lease agreement between Salem Community College and Salem County Vocational Technical School. Salem Community College agrees to rent to Salem County Vocational Technical School the following in Tillis Hall at Salem Community College, 460 Hollywood Avenue, Carneys Point, NJ 08069 for use as space for instructional training in educational programs offered by SCVTS and

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offices for supervisorial personnel for the programs: TIL 103 (Classroom/Office), TIL103A (Restroom Facility), TIL 103B (Storage), TIL 106 (Classroom/Office), TIL 108 (Lab), TIL 117 (Secretary), TIL 117A (Breakroom/Storage), TIL 117B (Office) and TIL206A (Maria A Office). Total square feet approximating 2,980 s.f. Included within TIL 103 is 1 desk and 3 chairs and within TIL 106 1 desk w/chair and 13 student desks w/chairs. The lease commences on July 1, 2023 through June 30, 2025. Upon the signing of this lease, SCVTS will make a single payment of \$26,342.52 to SCC, the amount of which is equal to the rent for one rental period. **(Attachment)**

5. Request and Recommendation for Board of Education Approval of the Included Summer Programs Opportunities for the Career and Technical High School.

Description of Program	Participant(s)	FUNDS
NJGPA Reinforcement	Students needing to meet current NJDOE Graduation Requirements and in need of additional academic supports due to learning loss.	Summer Learning Loss ARP ESSER
PSAT Preparation Course	Students seeking to take the PSATs will be offered a remedial test preparation course, culminating in the PSAT Exam.	Extended School Day ARP ESSER
Student Credit Recovery via Educere	Students in need of recovering credits due to incomplete course work or attendance.	Summer Learning Loss ARP ESSER

6. Request and Recommendation for Board of Education Approval of a One Year Subscription with FormSite.com at a Cost of \$399.95

It is recommended by the Superintendent that the Board of Education approve a one year subscription with FormSite.com at a cost of \$399.95. FormSite.com is an online tracking system and will be paid from Perkins Post Secondary grant funds.

7. Request and Recommendation for Board of Education Approval of Life Saving Certifiers, LLC to Provide CPR Certification to Child Care Students.

It is recommended by the Superintendent that the Board of Education approve twenty-two (22) Allied Health students for a CPR course on May 16, 2024. The cost is \$60.00 per student and will be paid from the Child Care program. This course is being provided by the Life Saving Certifiers, LLC.

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

_____ April 23, 2024
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 month of March 2024. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of March 2024.

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

It is recommended that the Board of Education approve the transfer of funds for March 2024.

F. Warrants

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

- Warrants for the period of March 2024 in the amount of \$1,550,003.86.
- SCSSSD Payroll for Period ending March 15, 2024 in the amount of \$415,528.40.
- SCSSSD Payroll for Period ending March 30, 2024 in the amount of \$410686.02.

ROLL CALL (Items A-F)

Action: Approved____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mrs. Bomba	_____
Mr. Halter	_____	Exec. County Superintendent	_____
		Mrs. Smith	_____

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Abstain: _____ Opposed: _____

G. Board Secretary/Business Administrator New Business:

- 1. Request and Recommendation by the Business Administrator for the Board of Education Approval of the GCSSSD Transportation Contracts.**
It is recommended by the Business Administrator that the Board of Education approve the attached transportation contracts Part 1, Part 2 and Part 3.
- 2. Request and Recommendation by the Business Administrator for Board of Education Approval the Proposed Settlement Agreement**
It is recommended that the Board of Education approve settlement agreement for the HVAC issue at RDS. This has been reviewed and approved by the district solicitor.
- 3. Request and Recommendation by the Business Administrator for Board of Education Approval Donation from Zeita Ledbetter**
It is recommended that the Board of Education approve the donation of a Genesis 400 Convertible lift from Zeita Ledbetter, Cumberland Campus parent.
- 4. Request and Recommendation by the Business Administrator for Board of Education Approval Surety Bond Payment with Conner, Strong, and Buckelew.**
It is recommended that the Board of Education approve the Surety Bond for Frank Maurer with Conner, Strong and Buckelew in the amount of \$434.00 for the 2024-2025 school year.
- 5. Request and Recommendation by the Business Administrator for the Board of Education to approve the 2024-2025 AmeriHealth Benefits Plan Trust Agreement through Brown and Brown Advisers.**
It is recommended by the Business Administrator that the Board of Education approve the 2024-2025 AmeriHealth Benefits plan Trust Agreement through Brown and Brown Advisers as well as the Horizon Dental Plan. Chart of rates is attached. Health Renewal and Marketing Report is attached.
- 6. Request and Recommendation by the Business Administrator for the Board of Education to approve the Final Financing Agreement with Graybar Financial Service.**
It is recommended by the Business Administrator that the Board of Education approve the final financing agreement with Graybar Financing Services for the installation of the LED lights. The final amount financed is \$17,635.96.
- 7. Request and Recommendation for Board of Education Approval an Intent to Enter into a Joint Purchasing Agreements as Part of a Shared Service Initiative with Penns Grove-Carneys Point Board of Education for the 2024-2025 School Year.**

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It is recommended that the Board of Education approve the the intent to joint purchasing agreement as part of a shared service initiative. The agreements shall be in effect for fiscal year 2024-25, which runs from July 1, 2024 through June 30, 2025 for Milk, Juice, and Dairy products as well as baked goods.

ROLL CALL (Items 1 - 7)

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mrs. Bomba	_____
Mr. Halter	_____	Exec. County Superintendent	_____
		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 Summer Hours for 12 Month Staff

It is recommended by the Superintendent that the Board of Education approve the following summer work hours for 12 month staff beginning the week of June 17, 2024 and ending the week of August 26, 2024. Staff will work a four (4) day, nine (9) hour per day work week, Monday through Thursday.

New Hires:

2. Request and Recommendation for Board of Education Approval for the Employment of Olivia Weldon.

It is requested by the Superintendent that the Board of Education approve the employment of Olivia Weldon as full-time Speech Language Specialist at the for Related Services at a salary of \$60,359.00 (BA+30, Step 1), effective May 1, 2024.

TRANSFERS:

3. 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:

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Abstain: _____ Opposed: _____

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

POLICY

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

It is recommended by the Superintendent that the Board of Education approve the second and final reading of the following district policies and regulations:

“Managing for Equity in Education” Policy and Regulation Guides

- P 1140 Educational Equity Policies/Affirmative Action (M) (Revised)**
- P 1523 Comprehensive Equity Plan (M) (Revised)**
- P 1530 Equal Employment Opportunities (M) (Revised)**
- R 1530 Equal Employment Opportunity Complaint Procedure (M) (Revised)**
- P 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)**
- R 2200 Curriculum Content (M) (Revised)**
- P 2260 Equity in School and Classroom Practices (M) (Revised)**
- R 2260 Equity in School and Classroom Practices Complaint Procedure (M) (Revised)**
- P 2411 Guidance Counseling (M) (Revised)**
- P 3211 Code of Ethics (Revised)**

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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:

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Mr. Halter _____ Exec. County Superintendent _____
Mrs. Smith _____

Abstain: _____ Opposed: _____

XIV. RESUMPTION OF PUBLIC PORTION OF THE MEETING

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

Mr. Davis _____ Mr. Ransome _____

Mr. Donelson _____ Mrs. Bomba _____

Mr. Halter _____ Exec. County Superintendent _____

Mrs. Smith _____

Abstain: _____ Opposed: _____

XV. ADJOURNMENT

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

Mr. Davis _____ Mr. Ransome _____

Mr. Donelson _____ Mrs. Bomba _____

Mr. Halter _____ Exec. County Superintendent _____

Mrs. Smith _____

Abstain: _____ Opposed: _____