

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, June 25, 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. Patricia Bomba	_____
Mr. Daryl Halter	_____	Exec. Superintendent	_____
Mrs. Julie Smith	_____	Ms. Balci	_____

IV. MINUTES

It is recommended that the Board of Education approve the Minutes and Executive Minutes of the Board of Education Meeting held on May 14, 2024.

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

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

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

VII. BOARD OF EDUCATION BUSINESS

A. Old Business-

B. New Business-

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

It is recommended that the Board of Education approve the negotiated contract and salaries for the Salem County Special Services Employee Association from July 1, 2024 through June 30, 2028.

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5. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Contract List for 2023.

It is recommended by the Business Administrator that the Board of Education approve the attached list of Vendors and Contract amounts for the 2023 School Year.

6. Request and Recommendation for Board of Education Approval to Accept the Proposal of Educational Business Services, PC, of Haddon Heights, NJ, to Complete the June 30, 2024 Fixed Asset Update for the Salem County Special Services in the Amount of \$950.00

It is requested by the Business Administrator that the Board of Education accept the proposal of Educational Business Services, PC, of Haddon Heights, NJ, to complete the June 30, 2024 Fixed Asset update for the Salem County Vocational in the amount of \$950.00.

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

It is recommended by the Business Administrator for Board of Education approval to refund tuition in the amount of \$800 to Leroy McCarson, an Adult Welding student. Mr. McCarson made a payment prior to being fully funded by Mid-Atlantic States Career and Education Center.

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

It is recommended by the Business Administrator for Board of Education approval to refund tuition in the amount of \$799 to the New Jersey Higher Education Student Assistance Authority on behalf of Janaya Foster, an Adult CNA student. Ms. Foster was fully funded by Center for Family Services.

9. Request and Recommendation for Board of Education Approval of Educational Consultant Deaf Services for Student #5771488218.

It is recommended by the Business Administrator that the Board of Education Approve Educational Consultant Deaf Services for student #5771488218 for the 2024-2025 school year. These services will be provided by the Gloucester County Special Services School District 4 times per year for a total of 8 hours at \$149.00 per hour for a total expense to the District of \$1,192,00. These services will be paid from IDEA funds.

10. Request and Recommendation for Board of Education Approval to Renew PowerSchool Software.

It is recommended by the Business Administrator for the Board of Education to approve the renewal of PowerSchool software for the 2024-2025 school year in the amount of \$12,134.88.

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11. Request and Recommendation for Board of Education Approval of LunchTime, a Cafeteria Data Management System for the 2024-2025 School Year.

It is recommended by the Business Administrator that the Board of Education approve the implementation of LunchTime by the food service department, a cafeteria data management system for the 2024-2025 school year. LunchTime works with PowerSchool and provides an Administrative portal, free/reduced portal, online free/reduced applications, online payments and a point of sale portal. The cost of the school bundle for LunchTime is \$1,495.00. There is a one time fee for remote installation/configuration/training, a POS license, and 2 Pin Pad/Barcode Scanner Combo Devices of \$1,725.00. Fees will be maintained by the food service enterprise account. The quote is attached.

12. Request and Recommendation by the Business Administrator for Approval of Tri-County Pest to Conduct Integrated Pest Management Services from July 1, 2024 until June 30, 2025.

It is recommended by the Business Administrator that the Board of Education approve a Contract with Tri County Pest to conduct integrated pest management for the buildings of Salem County Vocational School District at the monthly cost of \$35.35 per building (\$1,272.60 annually) and additional visits are \$424.20 each.

13. Request and Recommendation for Board of Education Approval to Renew Genesis Software.

It is recommended by the Business Administrator for the Board of Education to approve the renewal of Genesis software for the 2024-2025 school year in the amount of \$22,050 for Staff Management Cloud Services, Payroll Cloud Services and Budgetary Accounting Cloud Services.

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

It is recommended by the Business Administrator that the Board of Education approve the Service Contract with E.C.P. Business Machines to cover the shredder from July 1, 2024 through June 30, 2025 at an annual cost of \$598.00.

15. Request and Recommendation for Board of Education Approval of EPIC Environmental as the Regulatory Service for the 2024-2025 school year.

It is requested by the Business Administrator that the Board of Education approve EPIC Environment as the Regulatory Service for the 2024-2025 School Year at the rate of \$1,800 for RTK Compliance and an additional \$680 for AHERA Compliance.

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16. Request and Recommendation for Board of Education Approval of a Contract with Strauss Esmay Associates, LLP for Policy Alerts & Support System (PASS), Online Maintenance Fees, Public Assess Fees for Bylaws & Policies and Regulations in the Amount of \$3,845 for the 2024-25 School Year

It is requested that the Board of Education approve a contract with Strauss Esmay Associates, LLP for Policy Alerts and Support System (PASS), Online Maintenance Fees, Public Assess Fees for Bylaws, Policies, and Regulations in the amount of \$3,845 for the 2024-2025 school year. This will provide website access.

17. Request and Recommendation for Board of Education Approval of the Contract with Compressed Air Equipment for the 2024-2025 School Year

It is recommended by the Business Administrator that the Board of Education approve the agreement with Compressed Air Equipment for preventative maintenance service on three reciprocating air compressors and three rotary air compressors at a cost of \$4,995.39.

18. Request and Recommendation for Board of Education Approval of the Proposal from Reliable Power Plus for 2024-2025.

It is recommended by the Business Administrator that the Board of Education approve the proposal from Reliable Power Plus for inspection and regular maintenance on the generators at an annual cost of \$1,950.00 for 2024-2025.

19. Request and Recommendation for Board of Education Approval of Comegno Law Group for Legal Services for the 2024-2025 School Year

It is requested by the Business Administrator that the Board of Education approve Comegno Law Group for legal services for the 2024-25 school year. The rates would be \$200 per hour for partners, \$185 for associates, and \$100.00 per hour for paralegals.

20. Request and Recommendation by the Business Administrator for Approval of E2E Exchange Services Annual Agreement

It is recommended by the Business Administrator that the Board of Education approve a E2E exchange services annual agreement for E-Rates on technology.

21. 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 2023-2024 school year in the amount up to \$296,307.73.

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2. Request and Recommendation for Board of Education Approval to Employ Mark Colavito, Mathematics Instructor at the Career and Technical High School.

It is recommended by the Superintendent that the Board of Education approve to employ Mark Colavito as a full time Math Instructor at the Career and Technical High School, at the salary of \$60,083.00 (MA Step 1) with an effective date of September 1, 2024.

3. Request and Recommendation for Board of Education Approval of Kimberly Connell-Miller to Review Student Sports Physicals and Related Documentation at an hourly rate of \$50 per hour.

It is recommended by the Superintendent that the Board of Education approve Kimberly Connell-Miller to review student sports physicals and related documentation at an hourly rate of \$50 per hour, as needed, and approved by the CTHS principal. Timesheets required.

4. Request and Recommendation for Board of Education Approval of Part-Time Summer Garden Maintenance Student Workers.

It is recommended by the Superintendent that the Board of Education approve to employ part-time summer garden maintenance student workers listed below to maintain the school garden over the summer months. The workers will be paid \$15.13 per hour, not to exceed 10 hours per week. Timesheets are required.

Demajae White
Dezhiya White
Keily De La Rosa
Mia Tamberella

5. Request and Recommendation for Board of Education Approval of Carly Chaapel as a Part-Time Summer Garden Maintenance Worker.

It is recommended by the Superintendent that the Board of Education approve to employ Carly Chaapel for hourly summer garden maintenance work at a rate of \$50.00 per hour not to exceed ten hours in a week. Ms. Chaapel will only work in this capacity if no student workers are able to complete the maintenance work. Timesheets are required.

6. Request and Recommendation for Board of Education Approval of Summer BRIDGE staff.

It is recommended by the Superintendent for Board of Education approve to employ the following staff members to teach in the Summer BRIDGE Expansion program at a rate of \$45.00 per hour between July 9, 2024 and December 31, 2024. Timesheets will be submitted for payment.

Tracy Foster	Counselor
Bruce Connell	Instructor
Joel Norton	Instructor
Mike Nickerson	Instructor

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All CTHS certified instructors can serve as substitute instructors at \$45.00 per hour, as needed.

7. Request and Recommendation for Board of Education Approval of a Stipend for Program Coordination and Supervision of the Summer BRIDGE expansion program.

It is recommended by the Superintendent for Board of Education approval for a \$4,000 stipend for Jason Helder for program coordination and supervision for the Summer BRIDGE expansion program. The funding will be paid through the Summer BRIDGE expansion funds through the agreement with the Salem County Prosecutor's Office. Funds are allocated for financial and administrative oversight.

8. Request and Recommendation for Board of Education Approval of a Professional Membership in the Gloucester Salem Principals Association in the amount of \$100 for the 2024-2025 School Year.

It is recommended by the Superintendent that the Board of Education approve to pay for a professional membership in the Gloucester Salem Principal's Association of \$100 for Jason Helder, Principal of the Career and Technical High School for the 2024-2025 school year. The association meets monthly as a Professional Learning Community sharing best practices and working with representatives from the Department of Education. By negotiated contract Mr. Helder is entitled up to \$1,500.00 in professional membership fees.

9. Request and Recommendation for Board of Education Approval of an Athletic Event Supervision Coverage Fee for the 2024-2025 School year.

It is recommended by the Superintendent that the Board of Education grant approval for an athletic event supervision coverage fee of \$100.00 per event for the 2024-2025. Athletic supervision must be provided for athletic competitions by a staff member in possession of a NJ Principal Certificate. The responsibilities of supervision include safety and security of athletes, coaches, officials and spectators as well as administrative oversight. In the event of injury or incident the administrator will coordinate with the athletic trainer to ensure an incident report is documented and filed. If an SCVTS administrator is not available, the coverage will then be offered to an administrator in the SCSSSD.

10. Request and Recommendation for Board of Education to Approve the Standard Residency Agreement with the New Jersey Principals and Supervisors Association/Foundation for Educational Administration (NJPSA/FEA).

It is recommended by the Superintendent that the Board of Education approve the Standard Residency Agreement for School Administrator for the New Jersey Leaders 2 Leaders Program with the NJPSA/FEA for Jeanette Jackson. Ms. Jackson will be mentored by Jennifer Vecchiarelli at the NJPSA/FEA . Ms. Vecchiarelli will receive a mentor stipend in the amount of \$1,500 for Year 1 of the program and \$1,000 for Year 2 of the program.

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11. Request and Recommendation for Board of Education to Approve the Standard Residency Agreement with the New Jersey Principals and Supervisors Association/Foundation for Educational Administration (NJPSA/FEA).

It is recommended by the Superintendent that the Board of Education approve the Standard Residency Agreement for School Administrator for the New Jersey Leaders 2 Leaders Program with the NJPSA/FEA for Samantha Shoemaker. Dr. Shoemaker will be mentored by Jennifer Holmstrom at the NJPSA/FEA . Ms. Holmstrom will receive a mentor stipend in the amount of \$1,500 for Year 1 of the program and \$1,000 for Year 2 of the program.

12. Request and Recommendation for Board of Education Approval for Instructors to Participate in Professional Development, Curriculum Writing, and Student Evaluation from July 1, 2024 through August 31, 2024.

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 \$50 per hour for hours worked. Time sheets required. ESEA Title IIA and ARP ESSER II funds will be used to pay the instructors.

Joel Norton - curriculum revisions (up to 10 hours)
Lisa Hartsough - curriculum revisions (up to 10 hours)
Cindia Gredesky - LinkIt! Professional Development
Jennifer Roberts - LinkIt! Professional Development
Tyrone Preyer - Junior Achievement Summer Financial Literacy
Professional Development

13. Request and Recommendation for Board of Education Approval of the Cell Phone Allowance for District Staff for the 2024-2025 School Year.

It is recommended by the Superintendent that the following individuals be approved for cell phone allowances for the 2024-25 school year.

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

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

Resignations:

None

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FMLA/NJFLA

15. Request and Recommendation for Board of Education Approval of Intermittent FMLA for Lindsey Doran.

It is requested by the Superintendent that the Board of Education approve the intermittent FMLA of Lindsey Doran, Teacher at SCVTS, beginning on or about March 16, 2024.

16. Request and Recommendation for Board of Education Approval of Intermittent FMLA for Angel Brown.

It is requested by the Superintendent that the Board of Education approve the intermittent FMLA of Angel Brown, Teacher at Adult Education, beginning on or about April 5, 2024 until on or about May 17, 2024.

17. Request and Recommendation for Board of Education Approval of Intermittent NJFLA for Eric Walter.

It is requested by the Superintendent that the Board of Education approve the intermittent NJFLA of Eric Walter, Teacher at SCVTS, beginning on or about September 5, 2024 until on or about November 30, 2024.

Roll Call Vote (17 Items)

Action: Approved____ Disapproved ____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

PROFESSIONAL DEVELOPMENT:

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

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

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of \$136,414 (Federal - \$102,934; Reserve - \$33,480) and the FY 2025 Carl D. Perkins Post Secondary Grant in the amount of \$90,978. Acceptance of final allocations for the FY2025 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 2024-2025 school year.

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 2024-25 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 2024-2025 School Year for the amounts as follows:

Title IA:	\$205,064
Title IIA:	\$ 24,109
Title IV:	\$ 14,312

3. Request and Recommendation for Board of Education Approval to Refuse ESEA, Title III Funds in the amount of \$85.00 for the FY25 Grant Year.

It is recommended by the Superintendent that the Board of Education approve to refuse the ESEA, Title III Funds in the amount of \$85.00 for the FY25 grant year. Title III funds are to be used for a language assistance (ESL/bilingual) program. SCVTS currently has no ESL/bilingual students.

4. Request and Recommendation for Board of Education Approval to Apply for the FY 25 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program in the amount up to \$684,528.

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 2025 funds in the amount up to \$684,528 from the New Jersey Department of Labor and Workforce Development from July 1, 2024 through June 30, 2025. The final award allocation will be accepted once it is received by the State.

5. 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
Revive South Jersey
Salem County Vocational Technical Schools including Salem and Cumberland Correctional Facility

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- 6. Request and Recommendation for Board of Education Approval to Accept the FY 25 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program in the amount up to \$684,528.**

It is recommended by the Superintendent that the Board of Education approve the Salem County Vocational Technical School District to accept the WIOA Title II FY 2025 funds in the amount up to \$684,528 from the New Jersey Department of Labor and Workforce Development from July 1, 2024 through June 30, 2025.

- 7. Request and Recommendation for Board of Education Approval of a Program partnership Agreement with Appel Farm and the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2028 hosted at Salem County Vocational Technical School for the summer program.**

It is recommended by the Superintendent that the Board of Education approve the program partnership agreement with Appel Farm and the SCVTS 21st CCLC Salem County Achievers program hosted at Salem County Vocational Technical School. The program will provide various arts enrichment activities and visual arts projects to the students in the summer program through a grant from the Salem County Youth Services Commission. Appel Farm has received a grant through the Salem County Youth Services Commission to provide various arts enrichment and visual arts programming for the summer program hosted at SCVTS. There is no cost to the district for this program.

- 8. Request and Recommendation for Board of Education Approval of the 21st CCLC Achievers Program Curriculum in Action Trip on July 29, 2024 to the Christiana Skating Rink.**

It is recommended by the Superintendent that the Board of Education approve the 21st CCLC Salem County Achievers 2028 Program Curriculum in Action Trip on July 29, 2024 to the Christiana Skating Rink. Students will participate in a Newton's Law hand-on demonstration and will have the opportunity to participate in skating and other various activities. The costs are listed below and are being paid from the 21st CCLC Grant.

Cost:

Trip: \$1,170

Bus: \$240

- 9. Request and Recommendation for Board of Education Approval of a Program Agreement with the Food Bank of South New Jersey, Inc. and the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2028 hosted at Salem County Vocational Technical School District.**

It is recommended by the Superintendent that the Board of Education approve program agreements with the Food Bank of South New Jersey, Inc. and the SCVTS 21st CCLC Salem County Achievers 2028 program hosted at Salem County Vocational Technical School for the summer program. The program will provide afternoon snacks and a shelf stable dinner item. Students will receive the meals at the end of each day of the summer program to take home. There is no cost to the district for this program.

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10. Request and Recommendation for Board of Education Approval of a Program Agreement with the Community Food Bank of New Jersey, Inc. and the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2028 hosted at Salem County Vocational Technical School.

It is recommended by the Superintendent that the Board of Education approve program agreements with the Community Food Bank of New Jersey, Inc. and the SCVTS 21st CCLC Salem County Achievers 2028 program hosted at Salem County Vocational Technical School for the summer program. The program will provide NJ SNAP-Ed nutrition and fitness education programming. There is no cost to the district for this program.

11. Request and Recommendation for Board of Education Approval of Continuation of Membership for the 2024-2025 School Year.

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

- New Jersey Interscholastic Athletic Association 2024-2025 - \$2,700

12. 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 2024-2025 year.

13. Request and Recommendation for Board of Education Approval to Utilize Option ii Graduation Standards to Offer the Transcription of Applied Technical Math or Applied Technical Science or Financial Literacy Credits for Shared Time Students Enrolled at the Career and Technical High School for the 2024-2025 School Year.

It is recommended by the Superintendent that the Board of Education approve to utilize Option ii Graduation Standards to offer the transcription of Applied Technical Math or Applied Technical Science or Financial Literacy credits for shared time students enrolled in career and technical classes. The transcription is given for 2.5 credits per school year based on New Jersey Core Content Curriculum Standards embedded in the curriculum for the career and technical classes. These credits must be approved and accepted by the sending school principal for the student to count them towards fulfilling graduation requirements.

14. Request and Recommendation for Board of Education Approval to Utilize Option ii Graduation Standards for Students in the AFJROTC Program for the 2024-2025 School Year.

It is recommended by the Superintendent that the Board of Education approve to utilize Option ii Graduation Standards for students in the AFJROTC program to partially fulfill Physical Education requirements and for full time career and technical students to fulfill Visual and Performing Arts credits and financial literacy credits through their career and technical classes.

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15. Request and Recommendation for Board of Education Approval of a Summer BRIDGE expansion program for FY 24.

It is recommended by the Superintendent that the Board of Education approve the summer expansion of the BRIDGE program for Salem County youth in conjunction with the Salem County Prosecutor's Office through Operation Helping Hands. SCVTS will receive \$45,812.00 to operate the program. These funds will cover program operation, supervision and coordination, financial management, staff costs, transportation, food, and supplies. Youth will attend the program two days a week for vocational training and education on substance abuse prevention from July 1, 2024 through October 31, 2024.

16. Request and Recommendation for Board of Education Approval of the CTHS Senior Class Curriculum in Action Experience from April 7, 2025 through April 11, 2025.

It is recommended by the Superintendent that the Board of Education approve the Career and Technical High School senior students, class of 2025, to participate in a senior curriculum in action experience in Orlando, Florida to Disney and Universal Studios. The proposed senior class experience is scheduled from Monday, April 7, 2025 to Friday, April 11, 2025. Four (4) chaperones will be needed based on the number of student participants. The students will be responsible for all costs. Travel arrangements have been made through LS Tours.

Cost to students (based on 4 students per room) \$2,145.00.

- Hotel, Disney All Star Resort (4 nights)
- (3) Day Premium Disney Park to Park Ticket to all (4) Disney parks and a Disney Water Park
- 1 day, 2 park pass to Universal Studios & Island of Adventure
- Meal Plan
- Land and air transportation
- Airfare/Tour/Accommodations Package - 1 administrator (free) and 4 chaperones covered through travel agent.

Cost to district

- Chaperone meal reimbursement at approved GSA guidelines
- Overtime pay for staff chaperones. Approved contracted rate for 5 days/nights.
- 3 substitute teachers for 4 days at \$125.00 per sub per day

17. Request and Recommendation for Board of Education Approval of BME Event Group for the 2025 Junior/Senior Prom.

It is recommended by the Superintendent that the Board of Education approve BME Event Group to provide up to 4 hours of entertainment for the 2025 Junior/Senior Prom on May 8, 2025 from 6:00 pm to 10:00 pm. Cost of event, \$695.00 to be paid from Class of 2026 account.

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18. 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.

19. 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.

Roll Call Vote (18 Items):

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

POLICY
None

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

B. Old Business:

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

INFORMATIONAL ITEMS

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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 through May 30, 2024.

F. Warrants

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

- SCSSSD Payroll for May 15, 2024 in the amount of \$425,254.53
- SCSSSD Payroll for May 30, 2024 in the amount of \$473,362.10
- SCSSSD Warrants for the period of May 01, 2024 through May 30, 2024 in the amount of \$461,669.52.

Roll Call Vote (6 Items):

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

G. Board Secretary/Business Administrator New Business:

- 1. Request and Recommendation for Board of Education Approval of EPIC Environmental as the Regulatory Service for the 2024-2025 school year.** It is requested by the Business Administrator that the Board of Education approve EPIC Environment as the Regulatory Service for the 2024-2025 School Year at the rate of \$1,500 for RTK Compliance and an additional \$1020 for AHERA Compliance.
- 2. Request and Recommendation by the Business Administrator for Approval of E2E Exchange Services Annual Agreement**
It is recommended by the Business Administrator that the Board of Education approve a E2E exchange services annual agreement for E-Rates on technology.
- 3. Request and Recommendation by the Business Administrator for Approval of Tri-County Pest to Conduct Integrated Pest Management Services from July 1, 2024 until June 30, 2025.**

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

4. Request and Recommendation by the Business Administrator for Approval of a CDL Licensing Course Agreement for SCSSSD Employees

It is recommended by the Business Administrator that the Board of Education approve a contract with B.R. Williams for a CDL Licensing course for interested employees. Employees who do not finish the course will be responsible to refund the district the cost of the course at \$3,600.

5. Request and Recommendation of the Business Administrator for the Board of Education to Approve Nursing Services Contract with The Wright Choice, LLC for 2024-2025.

It is recommended by the Business Administrator that the Board of Education approve the acceptance of the rates from Wright Choice for July 1, 2024 until June 30, 2025.

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

It is recommended that the Board of Education approve the contract with Moby Max for software programming at the cost of \$208 for a one year subscription.

7. Request and Recommendation by the Business Administrator for Board of Education Approval of the Contract with Mystery Science.

It is recommended that the Board of Education approve the contract with Mystery Science for software programming at the cost of \$1,495 for a one year subscription.

8. Request and Recommendation by the Business Administrator for Board of Education Approval of the Contract with IXL Learning.

It is recommended that the Board of Education approve the contract with IXL Learning for software programming at the cost of \$1,950 for a one year subscription.

9. Request and Recommendation by the Business Administrator for Board of Education Approval of the Contract with Insite Health.

It is recommended that the Board of Education approve the contract with Insite Health for software programming at the cost of \$3,775 for a one year subscription.

10. Request and Recommendation for Board of Education Approval to Accept the Proposal of Educational Business Services, PC, of Haddon Heights, NJ, to Complete the June 30, 2024 Fixed Asset Update for the Salem County Special Services in the Amount of \$750.00

It is requested by the Business Administrator that the Board of Education accept the proposal of Educational Business Services, PC, of Haddon Heights, NJ, to

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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complete the June 30, 2024 Fixed Asset update for the Salem County Special Services in the amount of \$750.00.

11. Request and Recommendation for the Board of Education Approval of the Proposal from Reliable Power Plus for 2024-2025.

It is recommended by the Business Administrator that the Board of Education approve the proposal from Reliable Power Plus for inspection and regular maintenance on the generators at an annual cost of \$550.00 for 2024-2025.

12. Request and Recommendation for Board of Education Approval of Comegno Law Group for Legal Services for the 2024-2025 School Year

It is requested by the Business Administrator that the Board of Education approve Comegno Law Group for legal services for the 2024-25 school year. The rates would be \$200 per hour for partners, \$185 for associates, and \$100.00 per hour for paralegals.

13. Request and Recommendation by the Business Administrator for Approval of the Renewal of the Contract with Finalsight. It is recommended by the Business Administrator that the Board of Education approve the renewal of the contract with Finalsight for services from July 1, 2024 through June 30, 2025 at a cost of \$6,898. The services and cost will be shared equally between both districts.

14. Request and Recommendation by the Business Administrator for Board of Education Approval of a Contract with Strauss Esmay Associates, LLP for Policy Alerts & Support System (PASS), Online Maintenance Fees, Public Assess Fees for Bylaws & Policies and Regulations in the Amount of \$3,845 for the 2024-25 School Year

It is requested that the Board of Education approve a contract with Strauss Esmay Associates, LLP for Policy Alerts and Support System (PASS), Online Maintenance Fees, Public Assess Fees for Bylaws, Policies, and Regulations in the amount of \$3,845 for the 2024-2025 school year. This will provide website access.

15. Request and Recommendation by the Business Administrator for Approval of the Renewal of the Contract with Genesis. It is recommended by the Business Administrator that the Board of Education approve the renewal of the contract with Genesis for services from July 1, 2024 through June 30, 2025 at a cost of \$22,400.

16. Request and Recommendation for Board of Education Approval of the Installation of a Fiber Line to Salem Campus by CorePoint

It is recommended by the Business Administrator that the Board of Education approve the installation of a new fiber line by CorePoint at the state contracted rate of \$41,980.

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17. Request and Recommendation of the Business Administrator for the Board of Education to Approve annual contract with CorePoint

It is recommended by the Business Administrator to approve the acceptance of the quotations from CorePoint for phone system support at Daretown and Cumberland at the cost of \$4,345.

18. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Upgrades to the SCSSSD Cyber Security Through CorePoint for 2024-2025.

It is recommended by the Business Administrator that the Board of Education approve the cyber security upgrades for SCSSSD. The SPELLJIF requires more robust cyber security for coverage. This plan will include Fortinet EDR solution which will help check the MDR/SOC boxes for insurance. EDR is endpoint detection and response along with security operations center monitoring. This is what most insurance companies are looking for to be compliant. The second quote is the FortiAuthenticator which is multi-factor authentication login. This is for administrative login credentials for important share folders, servers, VPN ext. The only other piece to this is a disaster recovery plan and business continuity plan which we can definitely help with as well. The annual cost of cyber protection is \$23,877 for FortiEDR and VM Authenticator for the 2024-2025 school year.

19. Request and Recommendation of the Business Administrator for the Board of Education Approval of the Contract List for 2023.

It is recommended by the Business Administrator that the Board of Education approve the attached list of Vendors and Contract amounts for the 2023 School Year.

20. 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.

21. 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 2023-2024 school year.

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

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

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23. 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.

24. Request and Recommendation by the School Business Administrator for Approval of the Purchase of a 24 Passenger School Bus

It is recommended by the Business Administrator that the Board of Education approve to the purchase of a 2025 Collins / Chevrolet 24 passenger bus from, State Co-Op purchasing, Wolfington Body Company, Inc. in the amount of \$119,848.80. This bus will be an addition to the current fleet and used as part of the expansion of the 18-21 program at the Salem Campus.

25. Request and Recommendation by the Business Administrator to Void Checks

It is recommended by the Business Administrator that the Board of Education approve voiding the following checks

#1408 PO 24-0161 Void 5/28

Ck Date: 1/12/24

WB Mason

\$8.91 Uncashed.

Vendor Never Received Ck - REISSUED #1804 5/28

#1704 PO 24-0698 Void 5/28

Ck Date: 4/23/24

Betsy Jones - Zumba Class

\$50.00 Uncashed.

Vendor Canceled - NO REISSUE

#1737 PO 24-0715 Void 5/28

Ck Date: 5/1/24

FunCity Adventure Park - Millville

\$29.50 Uncashed

Added Student; Did Not Need Ck - NO REISSUE

#1446 PO 24-0340 Void 5/23

Ck Date: 2/8/24

Backupify, Inc.

\$4439.00 - Aged Out.

Check aged out waiting for vendor signature - REISSUED #1777 5/23

26. Request and Recommendation for Board of Education Approval of Professional Memberships for the 2024-2025 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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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2024-2025 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 - \$890	James Helder - NJPSA - \$890
Rebecca Cruz-Guy - NJPSA - \$890	Shawn Rebman - NSJPA - \$890
Meggin Wentzell - NSJPA - \$890	

27. Request and Recommendation of the Superintendent for Board of Education Approval of the Cell Phone Allowance for District Staff for the 2024-2025 School Year.

It is recommended by the Superintendent that the following individuals be approved for cell phone allowances for the 2024-2025 school year.

Randy Wentzell - \$900
 Harry Rodriguez - \$900
 Dalton Hughes - \$900
 Walter Hughes - \$900

Roll Call Vote (27 Items):

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

A. _____ New Business:

PERSONNEL:

New Hires:

1. Request and Recommendation by the Superintendent for Board of Education to Approve the Contract for Frank Maurer

It is recommended by the Superintendent that the Board of Education approve the contract (Assistant Superintendent/Business Administrator/Board Secretary) for Frank Maurer approved by the county office, effective July 1, 2023.

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

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3. Request and Recommendation by the Superintendent for Board of Education Approval of the Employment of Andrea Weaver.

It is recommended by the Superintendent that the Board of Education approve the employment of Andrea Weaver for the Child Study team as a School Psychologist at the rate of \$385/day 2024-2025 school year.

Transfers:

4. Request and Recommendation by the Superintendent for Board of Education Approval of the Transfer of Brendan Bell.

It is recommended by the Superintendent that the Board of Education approve the transfer of Brendan Bell from Daretown Campus to Salem Campus for ESY and 2024-2025 school year.

5. Request and Recommendation by the Superintendent for Board of Education Approval of the Contractual Additional Salary for Substitute Certification for Step 10 Employees

It is recommended by the Superintendent that the Board of Education approve the salary increment to Tina Bramell, Kathleen Garrison, Rebecca Martin, and Trumella Sye for obtaining a substitute certification while on step 10 as outlined in the negotiated contract under Schedule B. Salaries will be prorated to the dates the certification was obtained.

6. Request and Recommendation by the Superintendent for Board of Education Approval of the following Extended School Year (ESY) Positions at a rate of \$165.00/Day:

Name	Position	Pay Rate
Kyle Oatman	Instructional Aide	\$165.00/day
Chris Beck	Instructional Aide	\$165.00/day
Alexis Polillo	Instructional Aide	\$165.00/day
Debra Capaldi	Instructional Aide	\$165.00/day
Linda Scott	Physical Therapist ESY	\$65/hr.

Mentorship:

7. Request and Recommendation by the Superintendent for Board of Education Approve the Novice Instructors and Mentors for the 24-25 School Year.

It is recommended by the Superintendent that the Board of Education approve the following novice instructors and their mentors for the 2024-25 school year. Under state guidelines novice instructors are required to pay the

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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
Paige Wodarczyk	Christina Calabrese-Stone	CEAS (\$500)

Internship/Practicum:

7. Request and Recommendation for Board of Education Approval of an Occupational Therapist Shadowing Student from Rutgers University.

It is recommended by the Superintendent that Diana Camacho-Martinez will be completing an Occupational Therapy Shadowing Experience from Rutgers University starting July 8 until August 15, 2024 (60 contact hours) under the direction of Shannon Leady and Micaela Fiebig.

FMLA/NJFLA/LOA: NONE

Terminations: NONE

Retirement & Resignations:

8. Request and Recommendation for Board of Education Approval of the Retirement Resignation of Karen Ingemi

It is recommended by the Superintendent that the Board of Education approve the retirement resignation of Karen Ingemi, Nurse at Daretown, effective June 30, 2024.

9. Request and Recommendation for Board of Education Approval of the Resignation of Tyler Day

It is recommended by the Superintendent that the Board of Education approve the resignation of Tyler Day, Teacher at Daretown, effective June 30, 2024.

Roll Call Vote (9 Items):

Action: Approved ____ Disapproved ____ Held for Study ____

Motion by: _____

Second by: _____

Mr. Davis _____ Mr. Ransome _____

Mr. Donelson _____ Mrs. Bomba _____

Mr. Halter _____ Ms. Nicolosi _____

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Mrs. Smith _____

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
NJPSA LEGAL ONE Affirmative Action Officer (AAO) Online Certificate Program	Marjorie Wentzell	\$500	\$500

Roll Call Vote (1 Item)

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

PROGRAMS:

1. Request and Recommendation for Board of Education Approval of Amy Wright’s request to conduct applied research at the Salem Campus for partial fulfillment for the doctoral program at Liberty University.

The Superintendent recommends that the Board of Education approve Amy Wright’s request to conduct applied research at the Salem Campus for partial

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Mr. Donelson	_____	Mrs. Bomba	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____
Abstain:	_____	Opposed:	_____

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.

Vote (2 Items)

Action: Approved_____ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

- 3. Principal's/Administrator's Reports**
Salem Campus
Daretown Campus
Cumberland Campus

XII. AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION

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

Members of the public are encouraged to speak during this public portion of the meeting to comment on other relevant matters related to the school districts or the operations

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thereof. Complaints stated, or actions requested by the public, will be taken under consideration at a later time/date. All comments shall be directed to the President of the Board of Education. Opportunity will be provided later in the agenda for general comments on non-agenda items. When addressing the Board of Education, please respect the following procedure:

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

XIII. RECESS INTO EXECUTIVE SESSION

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

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

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

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

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

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

4. Matters concerning negotiations, and specifically:

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

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

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

Abstain: _____ Opposed: _____