

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

Regular Board of Education Meeting  
880 Route 45, Woodstown, NJ 08098  
Tuesday, September 24, 2024 at 7:00 p.m.

**MINUTES**

**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.

**Commented [1]:** Mr. Donelson began the meeting at 7:00pm

**II. CALL TO ORDER**

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

**III. ROLL CALL**

Mr. James Davis	<u>  P  </u>	Mr. Earl Ransome	<u>  P  </u>
Mr. Linwood Donelson III	<u>  P  </u>	Mrs. Patricia Bomba	<u>  P  </u>
Mr. Daryl Halter	<u>  A  </u>	Ms. Leslie White-Corsey	<u>  A  </u>
Mrs. Julie Smith	<u>  A  </u>	(Student)	<u>  A  </u>

**Commented [2]:** Roll Call Taken

**Commented [3]:** Others Present: John Swain-Superintendent, Jennifer Bates, Frank Maurer, Alicia Smith, James Helder, Maria Alleva, Jason Helder, Joseph Rojas, Brian Quinn, William Pennock

**IV. MINUTES**

It is recommended that the Board of Education approve the Minutes and Executive Minutes of the [August 27, 2024](#) Board of Education Meeting.

**Commented [4]:** Minutes from August 27, 2024 were adopted.

Vote	General	I	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis	1	Y			
Donelson				A	
Halter					
Ransome	2	Y			
Smith					
White Corsey					
<b>Total</b>		3		1	

**V. ADDENDA**

- A. Acceptance of Agenda Addenda Items SCVTS - NONE
- B. Acceptance of Agenda Addenda Items SCSSSD - NONE

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Vote	Roll Call	Item(s)			
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba					
Davis					
Donelson					
Halter					
Ransome					
Smith					
White Corsey					
<b>Total</b>					

Audience Present -

**VI. AUDIENCE PARTICIPATION I**

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

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

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

**VII. BOARD OF EDUCATION BUSINESS**

**A. New Business-**

1. **Request Approval for the Board of Education and District Administrators to attend the NJSBA Annual Workshop in Atlantic City, NJ October 21-24, 2024**

It is requested that the Board of Education approve the attendance of all Board of Education and District Administrators, including the Director of Building and Grounds, to attend the NJSBA Annual Workshop in Atlantic City, NJ October

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21-24, 2024. Hotel accommodations will be at Resorts for the nights of October 21-23.

Vote	Roll Call	4	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba	2	Y			
Davis		Y			
Donelson		Y			
Halter					
Ransome	1	Y			
Smith					
White Corsey					
<b>Total</b>		4			

**B. Old Business - Ribbon Cutting handout 10/9 at 5pm**

**C. Correspondence-NA**

**D. Presentations**

1. **Students of the Month - September 2024**

a. Daretown - [Jose Berlanga](#)

b. RDS-Salem - [Yadiel Rosario-Berrios](#)

c. Cumberland - [Eduardo Gonzalez](#) & [Jamir Areas Hall](#)

d. SCVTS - [Ben Wolfer](#)

2. **William Pennock - Retirement Resolution**

**Commented [5]:** Old Business

**Commented [6]:** Presentations

**Commented [7]:** Students of the Month

**Commented [8]:** William Pennock -Retirement

Vote	General		Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis	1	Y			
Donelson		Y			
Halter					
Ransome	2	Y			
Smith					
White Corsey					
<b>Total</b>		4			

3. **Col. Rojas Recognition**

4. **Long Range Planning 2025-2030**

**Commented [9]:** Col. Rojas Recognition

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- 5. **Principal's Reports**
- 6. **Food Service Presentation - Roland Carter**

**Commented [10]:** Food Service Presentation

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

**Commented [11]:** Board Secretary/Business Administrator's Report-Vocational Technical School District

**A. Board Secretary Report -NONE**

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

  
\_\_\_\_\_  
Business Administrator/Board Secretary

September 24, 2024  
\_\_\_\_\_  
Date

**B. Reconciliation of Cash for School Funds Report -NONE**

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the months of . The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of None at this time.

**Commented [12]:** Reconciliation of Cash-SCVTS

**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.

**Commented [13]:** Board Secretary Certification

**D. Board of Education Certification**

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

**Commented [14]:** BOE Certification

**E. Transfer of Funds**

There are no transfers to report.

**Commented [15]:** Transfer of Funds

**F. Warrants**

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

**Commented [16]:** Warrants

- SCVTS Payroll Period Ending August 15, 2024 in the amount of [\\$158,031.97](#)
- SCVTS Payroll Period Ending August 30, 2024 in the amount of [\\$124,036.35](#)
- Payments for the period of August 2024 in the amount of [\\$508,005.66](#).

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Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba	2	Y			
Davis		Y			
Donelson		Y			
Halter					
Ransome	1	Y			
Smith					
White Corsey					
<b>Total</b>		4			

**G. Board Secretary/Business Administrator New Business:**

**1. Request and Recommendation for Board of Education Approval for Breakdown Products to Provide Services for the 2024-2025 School Year.**  
It is recommended by the Business Administrator that the Board of Education approve nine (9) deliveries of [Breakdown+](#) at the annual cost of \$2,943 for the 2024-2025 school year. Breakdown+ is a pretreatment system for our drains/grease traps. Three (3) traps will be serviced.

**Commented [17]:** Board/Secretary Business Administrator New Business

**2. 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, 2024 to August 31, 2025.

**Commented [18]:** 21st Century third party evaluation

**3. 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 \$799 to Latisha Cenneno, an Adult CNA student. Ms. Cenneno made a payment prior to being fully funded through the CCOG-CVT grant.

**Commented [19]:** Adult Program Student Refund

**4. 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 \$675 to Beyonce Jackson, an Adult CNA student. Ms. Jackson made a payment after being fully funded through the CCOG-CVT grant.

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**5. Request and Recommendation for Board of Education Approval of an Agreement with LS Tours for the 2025 Senior Class Trip to Orlando Florida.**

It is recommended by the Business Administrator for the Board of Education to approve the Agreement between [LS Tours](#) and SCVTS for the 2025 Senior Class Trip to Orlando, Florida. The trip will take place from April 7, 2025 through April 11, 2025 at the estimated cost of \$2,083 per student. All approvals are subject to CDC guidelines.

**Commented [20]:** LS Tours Senior Class Trip

**6. Request and Recommendation by the School Administrator for Board of Education Approval of a 2024-2025 District Purchasing Manual**

It is recommended by the School Administrator for the Board of Education to approve a [District Purchasing Manual](#).

**Commented [21]:** 24-25 District Purchasing Manual

**7. Request and Recommendation for Board Approval of the School Integrated Pest Management Plan.**

It is recommended by the Business Administrator for Board of Education approval to accept the School Integrated [Pest Management Plan](#) for the Salem County Vocational Technical School District for the 2024-2025 School Year.

**Commented [22]:** Pest Management Plan

**8. Request and Recommendation for Board of Education Approval of the Statement of Assurance Regarding the Health and Safety Evaluation of School Buildings Checklist.**

It is requested by the Superintendent that the Board of Education approve the [Statement of Assurance](#) regarding the Health and Safety Evaluation of School Buildings Checklist. The safety checklist is attached as well for reference: [SCVTS](#).

**Commented [23]:** Statment of Assurance SCVTS

**9. Request and Recommendation by the Business Administrator for the Board of Education Approval of the Comprehensive Maintenance Plan and M-1 Report for 2024-2026.**

It is requested by the Business Administrator that the Board of Education approve the [Comprehensive Maintenance Plan](#) and [M-1 Report](#) for Salem County Vocational Technical School District.

**Commented [24]:** Comprehensive Maintenance Plan 24-26

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

It is requested by the Business Administrator that the Board of Education approve the [Respiratory Protection Program](#).

**Commented [25]:** Respiratory Protection Program

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

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

**Commented [26]:** Biosecurity Plan SCVTS & SCSSSD

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

**Commented [27]:** Four M Vending Service

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It is recommended that the Board of Education approve the attached [proposal](#) from Four M Vending Service to provide vended items at the Career and Technical High School, including location, commission, and program information for the 24-25 school year.

**13. Request and Recommendation for Board of Education Approval of the Donation of Items No Longer of Use and or Value**

It is requested by the Business Administrator that the Board of Education approved donation of items no longer of use or value:

**Commented [28]:** donation of items

<b>Item</b>	<b>Description</b>	<b>Donate to</b>
Algebra I	50 workbooks 50 textbooks 7 teachers resources	Creativity Colaboratory Charter School
Algebra II	5 workbooks 5 textbooks 3 teachers resources	Creativity Colaboratory Charter School
Geometry	5 workbooks 5 textbooks 2 teachers resources	Creativity Colaboratory Charter School
Algebra I	23 workbooks 10 textbooks 2 teachers resources	Ranch Hope
Algebra II	18 workbooks 10 textbooks 3 teachers resources	Ranch Hope
Geometry	33 workbooks 10 textbooks 2 teachers resources	Ranch Hope

Vote	Roll Call	14	Item(s)
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Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y		#12	
Davis	1	Y			
Donelson		Y			
Halter					
Ransome	2	Y			
Smith					
White Corsey					
<b>Total</b>		4			

**IX. SUPERINTENDENT’S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT**

**A. New Business:**

**PERSONNEL:**

**1. Request and Recommendation for Board of Education Approval of the SCVTSEA Addendum/Sidebar - Assistant Club Advisor.**

It is recommended by the Superintendent that the Board of Education approve the SCVTSEA Addendum/Sidebar Agreement- Assistant Club Advisor. The sidebar agreement allows the Union to add an assistant chess club advisor (Level 2). The [agreement](#) is attached.

**Commented [29]:** Superintendent's report/New business

**Commented [30]:** SCVTSEA Addendum/Sidebar

**2. Request and Recommendation Board of Education Approval of SCVTS Certified Staff to Provide Homebound Instruction for the 2024-2025 School Year at a rate of \$50.00 per hour.**

It is recommended by the Superintendent for Board of Education Approval of SCVTS Certified Staff to Provide Homebound Instruction for the 2024-2025 School Year at a rate of \$50 per hour, on an as needed basis as determined by and scheduled by the CTHS principal. Timesheet required. No other reimbursement shall be paid for homebound instruction other than the hourly rate approved by the Board for actual hours of instruction.

**Commented [31]:** Homebound Instruction

**3. Request and Recommendation for Board of Education Approval of the Statement of Assurance Regarding the use of Paraprofessional Staff for the 2024-2025 School Year.**

It is requested by the Superintendent that the Board of Education approve the [Statement of Assurance](#) regarding the use of paraprofessional staff for the 2024-2025 school year. This must be submitted biannually to the County Office of Education by September 30, 2024 and January 31, 2025.

**Commented [32]:** Paraprofessional Staff

**4. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of the Following Stipend Position for the 2024-2025 School Year.**

**Commented [33]:** Stipend Position 24-25



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It is requested by the Superintendent that the Board of Education approve the employment of the following stipend position at the negotiated rates listed for the 2024-2025 school year.

First name	Last name	Position
Eric	Lockwood	Assistant Chess Club Advisor (Level 2)

**New Hire:**

**5. Request and Recommendation for Board of Education Approval of Dylan Tuthill, Part-Time Maintenance Student Worker.**

It is recommended by the Superintendent that the Board of Education approve to employ Dylan Tuthill as a part-time maintenance student worker effective September 9, 2024. Mr. Tuthill will be paid \$15.13 per hour. Timesheets are required.

Commented [34]: Dylan Tuthill

**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 2024-2025 school year.**

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

Commented [35]: 21st CCLC staff 24-25

Staff	Funding Source	Hourly Salary
Erin Burkhardt - Instructor	21st CCLC	\$38/hr
Krislyn Cassidy - Instructor	21st CCLC	\$38/hr
Maritza Colon - Instructor	21st CCLC	\$38/hr
Maritza Colon - Instructional Aide	21st CCLC	\$18/hr
Juliana Foote	21st CCLC	\$38/hr
Joseph Hill - Instructional Aide	21st CCLC	\$18/hr
Joseph Hill - Substitute Instructor	21st CCLC	\$38/hr
Morgan Weigle	21st CCLC	\$38/hr
Robert Wiacek	21st CCLC	\$38/hr

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**7. Request and Recommendation for Board of Education Approval to Employ Sgt. Michael Davis as a Long Term Substitute for the AFJROTC Program.**

It is recommended by the Superintendent that the Board of Education approve the employment of Sgt. Michael Davis as a part-time Long-Term substitute for the Air Force Junior ROTC classes September 26, 2024. Sgt. Davis possesses a Teacher of Military Science Certificate from the State of New Jersey. Sgt. Davis will be compensated at the daily rate of \$325.00 for days worked. This compensation is based on a yearly salary of \$65,000. Timesheets are required.

Commented [36]: Michal Davis AFJROTC

**Transfers:**

**8. 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:

Commented [37]: Transfers

Name	From	To	Date	Salary
Rachel Iveson	Substitute Teacher	Substitute TLC Aide	09/01/24	\$15.13/hour

**Resignation:**

**9. Request and Recommendation of the Superintendent for Board of Education Approval of Retirement Resignation of Joseph Rojas.**

It is requested by the Superintendent that the Board of Education approve the [retirement resignation](#) of Joseph Rojas, Aerospace Science Instructor for AFJROTC unit NJ-20004, effective October 8, 2024. Payout of sick time will be maxed out at \$10,000.

Commented [38]: Resignation

Vote	Roll Call	9	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis	2	Y			
Donelson		Y			
Hailer					
Ransome	1	Y			
Smith					
White Corsey					
<b>Total</b>		4			

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**PROFESSIONAL DEVELOPMENT:**

Commented [39]: 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.

<b>Description of Professional Development or School Improvement Activity or Workshop</b>	<b>Participant(s)</b>	<b>Cost Per Participant</b>	<b>Total cost</b>
HIB Training Fall 2024 October 1, 2024 Ocean County College Conference Center Building 10, College Drive Toms River, NJ 08753	Lacey DeBellis	\$145 registration	\$145  (School vehicle)
ProLiteracy Conference on Adult Education Baltimore, MD October 6-9, 2024	Sonya Saul	\$490 registration	\$490 WIOA Title II
Building a Toolkit for Instructional Coaching SRI & ETTC Stockton University Galloway, NJ October 9, 2024	Elizabeth Duaime	\$106 registration  \$53.58 mileage \$10.00 tolls	\$169.58 ESEA Title IIA  Substitute: \$125
NJ School Counselor Association Conference Pines Manor, Edison, NJ October 11, 2024	Tracy Foster	\$199 registration  \$82.72 mileage \$16.00 tolls	\$297.72
Basic Course for Principles of Infection Prevention and Control, New Jersey Hospital Association Conference and Event Center, 760 Alexander Rd., Princeton, NJ October 21st - 25th, 2024	Wandra Wells	\$500 registration \$358.14 mileage (5 days)	\$858.14
GSETA Conference Ocean Resorts, Atlantic City, NJ October 23-24th, 2024	Maria Alleva Angel Brown Melissa Bundy Veronica Dixon	\$695 registration	\$4,170 WIOA Title II/ Adult CTE Post Secondary

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	Sonya Saul Frank Walsh		
The Culinary Institute of America, Hyde Park, NY October 30, 2024 - November 1, 2024	Brian Quinn	\$1,445 registration \$160 mileage \$30 tolls \$560 hotel \$241 meals gsa.gov	\$2,446 Perkins Secondary  \$375 Substitute
Classroom Management SRI & ETTC Stockton University Galloway, NJ November 19, 2024	Suzanne Carson Mark Colavito Natalie Helm	\$178 registration \$53.58 mileage \$10 tolls	\$724.74 ESEA Title IIA

Vote	Roll Call	9	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis	2	Y			
Donelson		Y			
Halter					
Ransome	1	Y			
Smith					
White Corsey					
<b>Total</b>		4			

**PROGRAMS:**

**1. Request and Recommendation for Board of Education Approval of the School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights (Self-Assessment) Report for the 2023-2024 School Year for the Career and Technical High School.**

It is recommended by the Superintendent that the Board of Education approve the School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Acts. Annually, each school is required to complete a self-assessment of eight Core elements (HIB Programs, Approaches or Other Initiatives, Training on the BOE - approved HIB policy, Other Staff Instruction and Training Programs, Curriculum and Instruction on HIB and related Information and Skills, HIB Personnel, School Level HIB Incident Reporting Procedures, HIB Investigation Procedures, HIB Reporting. Once completed for each building and approved by the BOE, the reports are then submitted to the state. It is recommended by the Superintendent that the Board of Education approve the individual report for the [Career and Technical High School](#).

Commented [40]: Programs

Commented [41]: Anti-Bullying Bill of Rights(Self-Assessment) 23-24

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**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 22, 2024 - October 26, 2024.**

It is recommended by the Superintendent that the Board of Education grant approval for eleven (11) FFA members and 2 chaperones to attend and participate in the National FFA Convention in Indianapolis, Indiana. Per Board of Education policy, the school district will allocate \$5000 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**

Airfare & Lodging	\$10,054.00 – \$5,000.00 pd by district \$5,054.00 pd from FFA student activities account
Registration fees:	\$1,020.00 – paid by FFA student activities account
Ground Transportation:	Max of \$1,500 - paid by FFA student activities account

**Cost to District: (Advisor & Chaperone)**

Airfare/Hotel	\$914 (one teacher chaperone)
Baggage Fees for Airline	\$200 (one teacher chaperone)
Ground transportation	\$100 (one teacher chaperone)
Registration Fees	\$85.00 each (one teacher chaperone)
Meals	\$241.50 per GSA (one teacher chaperone)
Substitute Coverage	\$125.00 per day four (4) days = \$500.00
Chaperone Fee:	\$ 75.00 per night, per teacher chaperone

\*Chaperone meal reimbursement and hotel costs at approved GSA guidelines\*

**3. Request and Recommendation for Board of Education Approval to Accept Additional Carl D. Perkins Secondary Grant Funds for the 2024-2025 School Year.**

It is recommended by the Superintendent that the Board of Education approve to accept [additional FY25 Perkins Secondary grant funds](#) in the amount of \$20,343 for the 2024-2025 school year. The district was notified of the additional funds in a letter from the State of New Jersey, Department of Education dated September 10, 2024.

**4. Request and Recommendation for Board of Education Approval to Accept Additional WIOA Title II Grant Funds for the 2024-2025 School Year.**

It is recommended by the Superintendent that the Board of Education approve to accept additional FY25 WIOA Title II in the amount of [\\$166,666](#) for the 2024-

**Commented [42]:** Chaperones National FFA Convention

**Commented [43]:** Perkins Grant funds 24-25

**Commented [44]:** WIOA Title II Grant Funds 24-25

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2025 school year. The district was notified of the additional funds in a letter from the State of New Jersey, Department of Labor and Workforce Development dated [September 17, 2024](#).

**5. Request and Recommendation for Board of Education Approval of the Nita M. Lowey 21st CCLC Grant Program Schedule for the 2024-2025 School year.**

It is recommended by the Superintendent that the Board of Education approve the Nita M. Lowey 21st CCLC Salem County Achievers 2028 program schedule for the 2024-2025 school year. The program, offered in partnership with the Penns Grove Carneys Point Regional School District, will begin on Wednesday, September 18, 2024 and end on or about Friday, May 9, 2025. The program site locations and specifics times are listed below.

Penns Grove High School (Monday through Friday) 2:35 pm to 5:35 pm  
Paul W. Carleton School (Monday through Friday) 2:45 pm to 5:45 pm

**6. Request and Recommendation for Board of Education Approval of Speaking Engagements with Minding Your Mind.**

It is recommended by the Superintendent that the Board of Education approve speaking engagements on mental health for the Freshmen class with Jordan Burnham from [Minding Your Mind](#) in the amount of \$1,200. Mr. Burnham will present Five Changing Minds: Stories Over Stigma to CTHS freshmen students on January 21, 2025 and May 25, 2025. ESEA Title IA funds will be used.

**7. Request and Recommendation for Board of Education Approval of a Professional Membership in the New Jersey Council of Education in the amount of \$160 for the 2024-2025 School Year.**

It is recommended by the Superintendent that the Board of Education approve to pay for a professional membership in the New Jersey Council of Education in the amount of \$160 for Jennifer Bates, Assistant Superintendent/Business Administrator for the 2024-2025 school year. By negotiated contract Dr. Bates is entitled up to \$2,000 in professional membership fees.

**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 in professional membership fees.

**9. Request and Recommendation for Board of Education Approval to Declare the Week of Respect and School Violence Awareness Week during the Month of October 2024 for the 2024-2025 School Year.**

It is recommended by the Superintendent that the Board of Education grant approval to declare the week of October 7 through October 11, 2024 as the "Week of Respect", in accordance with the Anti-Bullying Bill of Rights Act

**Commented [45]:** 21st Century Grant Program Schedule

**Commented [46]:** Minding Your Mind

**Commented [47]:** NJ Council of Education

**Commented [48]:** Gloucester Salem Principals Assoc. membership

**Commented [49]:** Wee of Respect

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(P.L.2010, c.122) and October 14 through October 18, 2024 as "School Violence Awareness Week", in accordance with the requirements of title 18A:36-5.1.

**10. 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 Penns Grove Carneys Point Regional 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 program hosted at the Penns Grove Carneys Point Regional School District approved sites. The program will provide weekend, shelf stable meals consisting of two breakfast items and three dinner items. Students will receive the meals at the end of each week of the program to take home. There is no cost to the district for this program.

**Commented [50]:** Food Bank Agreement

**11. Request and Recommendation for Board of Education Approval of FamCare and Acenda Integrated Health Systems (Riverview Family Success Centers in Penns Grove) to provide services to the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2028 students.**

It is recommended by the Superintendent that the Board of Education approve [FamCare and Acenda Integrated Health Systems](#) (Riverview Family Success Centers) to provide services to the SCVTS 21st CCLC Salem County Achievers program hosted at Penns Grove Carneys Point Regional School District approved sites. The program provided through FamCare will help students to establish trusted adult relationships. The Riverview Family Success Center will provide various support services for our students and families. There is no cost to the district for these programs.

**Commented [51]:** FamCare and Acenda Intergreated

**12. Request and Recommendation for Board of Education Approval of the Gear Up Program for the 21st CCLC Salem County Achievers 2028 Program.**

It is recommended by the Superintendent that the Board of Education approve the GEARUP/College Bound program to the SCVTS 21st CCLC Salem County Achievers program hosted at Penns Grove Carneys Point Regional School District approved sites. GEARUP/College Bound program, in partnership with Salem Community College, is a free program that will provide workshops on various topics (college and career planning, executive functioning skills, SEL, or other topics/skills) that may be helpful/relevant to the students and families.

**Commented [52]:** Gear Up Program

**13. 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 Penns Grove Carneys Point Regional School District.**

It is recommended by the Superintendent that the Board of Education approve a [program agreement](#) with the Community Food Bank of New Jersey, Inc. and the SCVTS 21st CCLC Salem County Achievers program hosted at the Penns Grove Carneys Point Regional School District approved sites. The program will provide

**Commented [53]:** Food Bank

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NJ SNAP-Ed nutrition and fitness education programming and is at no cost to the district.

**14. Request and Recommendation for Board of Education Approval of a Program Agreement with the Gateway Wellness Center (Gateway Community Action Partnership) and the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2028 hosted at Penns Grove Carneys Point Regional School District.**

It is recommended by the Superintendent that the Board of Education approve program agreements with the Gateway Wellness Center (Gateway Community Action Partnership) and the SCVTS 21st CCLC Salem County Achievers program hosted at Penns Grove Carneys Point Regional School District approved sites. The program will provide SEL and mental health prevention services to our students and families.

**Commented [54]:** Gateway Wellness Center

**15. Request and Recommendation for Board of Education Approval of the 21st CCLC Salem County Achievers 2028 Program to attend the Think Manufacturing Career Expo Trip on October 10, 2024 to Rowan College of South Jersey, Cumberland Campus.**

It is recommended by the Superintendent that the Board of Education approve the 21st CCLC Salem County Achievers 2028 Program Think Manufacturing Career Expo Trip on October 10, 2024 to Rowan College of South Jersey, Cumberland Campus. Students will participate in career exploration activities in the various manufacturing companies. The field of employers are designing hands-on workshops for the students on Lean Manufacturing, Reverse Engineering, CAD and providing networking opportunities.

**Commented [55]:** Think Manufacturing Career Expo

**Cost:**

Bus: \$320

**16. Request and Recommendation for Board of Education Approval of the 21st CCLC Salem County Achievers 2028 Program 4th-8th graders to attend the Penns Grove High School for a combined event for the Annual Light on Afterschool National Event on October 24, 2024.**

It is recommended by the Superintendent that the Board of Education approve the 21st CCLC Salem County Achievers 2028 Program 4th-8th graders to attend the Penns Grove High School for a combined event for the Annual Light on Afterschool National Event. Students and families will participate in various student and family centered orientated activities. *Lights On Afterschool* is a nationwide event celebrating after school programs and their important role in

**Commented [56]:** Annual Light on Afterschool National Event



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the lives of children, families and communities. The effort has become a hallmark of the afterschool movement.

**Cost:**  
Bus: \$120

**17. 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.

**Commented [57]:** Curriculum In Action

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

It is recommended by the Superintendent that the Board of Education approve the use of the facilities for the [attached](#) events at Salem County Vocational Technical Schools.

**Commented [58]:** Use of Facilities

**19. Request and Recommendation for Board of Education Approval of fundraising activities for the Career and Technical High School for the 2024-2025 school year. In accordance with Board of Education Policy 6660, the individual responsible for conducting the fundraiser must submit proof of receipts and disbursements to the Business Administrator after the activity is completed. All approvals are subject to CDC guidelines.**

**Commented [59]:** Fundraisers

	<b>ORGANIZATION</b>	<b>ACTIVITY</b>	<b>DATE OR WEEK OF THE ACTIVITY</b>	<b>Cost to District</b>
A.	FFA	Bake Sale at TSC Farmer's Market Funds raised will support leadership activities or competitions on the regional, state or national level	September 28, 2024 7:30 a.m. to 1:30 p.m.	\$15 per hour up to \$75 maximum for club advisor
B.	Class of 2028	Philly Pretzel Friday Sale Sell soft pretzels twice a month for \$1.00 each before school and during 1st block. Money raised will be used on future events (prom).	October 2024 - May 2025	N/A
C.	U Got Brains	Water Bottle Sale Water bottles for sale in the gym for \$1.00 each. Money	October 2024 - June 2025	N/A

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		raised will be used to purchase prizes for various safe driving competitions throughout the school year.		
D.	Skills USA	Trunk or Treat Cost to trick or treaters is \$5.00	October 17, 2024 6:00 - 8:00 PM	N/A
E.	Garden Club	Smoothie and Treat Sale Smoothies and treats made by students, sold during block 1.	October 15, 2024 - June 15, 2025	N/A
F.	Skills USA	Cornhole Tournament Cost is \$10.00 for a team of 2 players	Date and Time to be determined	N/A
G.	Car Show	Car Show, Craft Fair, Food Trucks	June 13, 2024 5-9pm	N/A

Vote	Roll Call	19	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba	2	Y			
Davis	1	Y			
Donelson		Y			
Halter					
Ransome		Y			
Smith					
White Corsey					

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Total		4			
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**POLICY**

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

Commented [60]: 2nd and final reading policies

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

- [P 0141](#)                      **Board Member Number and Term (Revised)**
- [P 2200](#)                      **Curriculum Content (M) (Revised)**
- [P & R 3160](#)                **Physical Examination (M) (Revised)**
- [P & R 4160](#)                **Physical Examination (M) (Revised)**
- [R 5200](#)                      **Attendance (M) (Revised)**
- [P 5337](#)                      **Service Animals (Revised)**
- [P 5350](#)                      **Student Suicide Prevention (M) (Revised)**
- [P 8420](#)                      **Emergency and Crisis Situations (M) (Revised)**
- [P & R 8467](#)                **Firearms and Weapons (M) (Revised)**

Vote	Roll Call	1	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba	2	Y			
Davis		Y			
Donelson		Y			
Halter					
Ransome	1	Y			
Smith					
White Corsey					

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Total		4			
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**B. Old Business: -NONE**

**INFORMATIONAL ITEMS**

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

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

Commented [61]: Monthly HIB

Vote	General	1	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba	2	Y			
Davis		Y			
Donelson		Y			
Halter					
Ransome	1	Y			
Smith					
White Corsey					
<b>Total</b>		4			

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

**A. Board Secretary Report**

Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of **August 2024**. 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.

Commented [62]: SCSSSD Board Secretary Report



\_\_\_\_\_  
Business Administrator/Board Secretary

September 24, 2024

\_\_\_\_\_  
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 [Revised Agency July 2024](#) & [August 2024](#). The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the month of **July and August 2024**.

Commented [63]: Reconciliation of Cash SCSSSD

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**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.

**Commented [64]:** Board Secretary Certification

**D. Board of Education Certification**

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

**E. Transfer of Funds**

It is recommended that the Board of Education approve the monthly transfer report for [August 2024](#).

**Commented [65]:** Transfer of funds

**F. Warrants**

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

**Commented [66]:** Warrants

- SCSSSD Payroll Period Ending August 15, 2024 in the amount of [\\$367,393.97](#)
- SCSSSD Payroll Period Ending August 30, 2023 in the amount of [\\$339,361.17](#)
- Payments for the period of August 2024 in the amount of [\\$888,838.10](#)

Vote	Roll Call	6	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba	1	Y			
Davis		Y			
Donelson		Y			
Halter					
Ransome	2	Y			
Smith					
White Corsey					
<b>Total</b>		4			

**G. Board Secretary/Business Administrator New Business:**

**Commented [67]:** Board Secretary/New Business

**1. Request and Recommendation for Board of Education Approval of Student Meal Account Reimbursement**

It is recommended that the Board of Education approve the reimbursement of a graduated student’s meal balance back to the family in the amount of \$82.60.

**Commented [68]:** Meal Account Reimbursement

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**2. Request and Recommendation for Board of Education Approval of Voided Check 1841**

It is recommended that the Board of Education approve the voiding of check 1841 in the amount of \$460.60 and issuance to Trane.

**Commented [69]:** Void check

**3. Request and Recommendation for Board of Education Approval a Contract with Johnson Controls Fire for Fire Panel Monitoring at the Salem Campus 24-25**

It is recommended that the Board of Education approve a one year contract with Johnson Controls Fire for fire panel monitoring at the Salem Campus for [\\$1,895.42](#).

**Commented [70]:** Johnson Controls contract Salem Campus

**4. Request and Recommendation for Board of Education Approval a Contract with Johnson Controls for to Replace the Fire Panel CPU at the Daretown Campus 24-25**

It is recommended that the Board of Education approve a contract with Johnson Controls for replacing the fire panel CPU at the Daretown Campus for [\\$9,157](#).

**Commented [71]:** Johnson Controls Contract Daretown

**5. Request and Recommendation for Board of Education Approval a Contract with CorePoint for Door Entry Upgrade at the Daretown Campus 24-25**

It is recommended that the Board of Education approve a one year contract with CorePoint for a door entry upgrade at the Daretown Campus for [\\$5,209](#).

**Commented [72]:** Corepoint Door entry upgrade Daretown

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

It is recommended by the Business Administrator for Board of Education approval to accept the School Integrated Pest Management Plans for the [Cumberland Campus](#), [Daretown](#), and [Regional Day School](#) for the 2024-2025 School Year.

**Commented [73]:** Integrated Pest Management Plans

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

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

**Commented [74]:** Transportation Jointures

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

It is recommended that the Board of Education approve the attached [proposal](#) from Four M Vending Service to provide vended items at the Salem Campus, including location, commission, and program information for the 24-25 school year.

**Commented [75]:** Four M Vending Service

**9. Request and Recommendation by the School Administrator for Board of Education Approval of a 2024-2025 District Purchasing Manual**

It is recommended by the School Administrator for the Board of Education to approve a [District Purchasing Manual](#).

**Commented [76]:** 2024-2025 District Purchasing Manual

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**10. Request and Recommendation for Board of Education Approval of the Statement of Assurance Regarding the Health and Safety Evaluation of School Buildings Checklist.**

It is requested by the Superintendent that the Board of Education approve the [Statement of Assurance](#) regarding the Health and Safety Evaluation of School Buildings Checklist. The safety checklist are attached as well for reference: [Cumberland](#), [Daretown](#), and [Salem](#).

**Commented [77]:** Statement of Assurance

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

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

**Commented [78]:** Comprehensive Maintenance Plan and M-1 Report

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

It is requested by the Business Administrator that the Board of Education approve the [Respiratory Protection Program](#).

**Commented [79]:** Respiratory Protection Program

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

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

**Commented [80]:** Biosecurity Plans for SCVTS and SCSSSD.

**14. Request and Recommendation for Board of Education Approval of the Attached sites as TCP Work Based Learning and Community Based Instruction for the 2024-2025 School Year.**

It is recommended by the Superintendent by the Superintendent that the Board of Education approve the attached list of TCP Worked Based Learning and Community Based Instruction [sites](#) for the 2024-2025 school year.

**Commented [81]:** TCP Work Based Learning and Community Based Instruction

Vote	Roll Call	14	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis	1	Y			
Donelson		Y			
Halter					
Ransome	2	Y			

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Smith					
White Corsey					
<b>Total</b>		4			

**XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT**

**A. New Business:**

**PERSONNEL:**

**1. Request and Recommendation for Board of Education Approval of the Shared Services Agreement with Salem Community College**

It is requested by the Superintendent that the Board of Education approve the shared services [agreement](#) with Salem Community College for Frank Maurer to perform the duties of Chief Financial Officer at Salem Community College from October 1, 2024 until December 31, 2024 with the potential of a month to month extension. The agreement will be for a maximum of 15 hours per week.

**2. Request and Recommendation for Board of Education Approval of A Revised Contract to Submit to the County Office of Education for Frank Maurer**

It is requested by the Superintendent that the Board of Education approve the submission to the county office of a revised [contract](#) that includes a shared services agreement with Salem Community College for Frank Maurer to perform the duties of Chief Financial Officer at Salem Community College from October 1, 2024 until December 31, 2024 with the potential of a month to month extension. The agreement will be for a maximum of 15 hours per week.

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

It is requested by the Superintendent that the Board of Education approve the [Statement of Assurance](#) regarding the use of paraprofessional staff for the 2023-2024 school year. This must be submitted biannually to the County Office of Education by September 30, 2024 and January 31, 2025. A [list](#) of paraprofessional employees and their titles must be maintained.

**New Hire:**

**4. Request and Recommendation of the Superintendent for Board of Education Approval of Nadina Brown, Nurse for Daretown.**

It is recommended by the Superintendent that the Board of Education approve the hiring of Nadina Brown, Nurse for Daretown, with a salary of \$73,467.00 (Step BA-13), effective November 4, 2024.

**5. Request and Recommendation of the Superintendent for Board of Education Approval of Michele Drummond, Secretary, RDS-Salem Campus.**

**Commented [82]:** SUPERINTENDENT’S REPORT

**Commented [83]:** PERSONNEL:

**Commented [84]:** Shared Services Agreement with Salem Community College

**Commented [85]:** Frank Maurer Contract

**Commented [86]:** Paraprofessional Staff SOA

**Commented [87]:** Nadina Brown, Nurse for Daretown.

**Commented [88]:** Michele Drummond, Secretary, RDS-Salem Campus



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It is recommended by the Superintendent that the Board of Education approve the hiring of Michele Drummond, Secretary, for the RDS-Salem Campus, at a salary of \$41,957.00 (Step 6), effective September 23, 2024.

**6. Request and Recommendation of the Superintendent for Board of Education Approval of Dana Comstock, Teacher for EIP.**

It is recommended by the Superintendent that the Board of Education approve the hiring of Dana Comstock, EIP Teacher, at a rate of \$52/hr, effective September 1, 2024.

**Commented [89]:** Dana Comstock, Teacher for EIP

**7. Request and Recommendation of the Superintendent for Board of Education Approval of the following Staff Stipend Positions**

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

**Commented [90]:** Dana Comstock, Teacher for EIP

Coordinator	Activity	Level
Bridgit Cerone	Special Olympics	Level I (50%)
John Bilinski	Special Olympics	Level I (50%)
Betsy Osterman	Food Service	Level II (50%)
Lisa DeMers	Food Service	Level II (50%)
Michelle Brown	Lead Teacher	Level III
Jammie Johnson	Sub Food Service	Level II (Per diem)
Emma Brown	Sub Food Service	Level II (Per diem)

**Transfer:**

**8. 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:

**Commented [91]:** Transfer

Name	From	To	Date	Salary
Mary Jane Scheibal	Instructional Aide	MD Teacher	09/01/2024	BA-13
Kiara Zoekler	Instructional Aide IA-HS-2	Instructional Aide IA-HS-3 (Sub Cert)	09/16/2024	IA-HS-3
Natalie Seiple	Secretary	Instructional Aide	09/16/2024	IA-BS-10

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**FMLA/NJFLA/LOA:**

Commented [92]: FMLA/NJFLA/LOA

**9. Request and Recommendation for Board of Education Approval to Accept FMLA and Leave of Absence of Jesenia Rodriguez.**

It is recommended by the Superintendent that the Board of Education accept the FMLA request of Jesenia Rodriguez, Paraprofessional at the Cumberland Campus, beginning on or about December 28, 2024 to on or about February 6, 2025, and NJFLA request beginning on or about February 6, 2025 ending on or about April 30, 2025.

**RETIREMENT:**

Commented [93]: RETIREMENT

**10. Request and Recommendation for Board of Education Approval to Accept the Retirement Payout of William Pennock, Jr.**

It is recommended by the Superintendent that the Board of Education accept the retirement payout of William Pennock Jr. Job Coach estimated at 99.75 days @ \$75.00 per day for a total of \$7,481.25.

Vote	Roll Call	10	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba	1	Y			
Davis		Y			
Donelson		Y			
Haller					
Ransome	2	Y			
Smith					
White Corsey					
<b>Total</b>		4			

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**PROFESSIONAL DEVELOPMENT:**

**Commented [94]:** PROFESSIONAL DEVELOPMENT

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

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

Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
HIB Training Fall 2024 October 1, 2024 Ocean County College Conference Center Building 10, College Drive Toms River, NJ 08753	Lacey DeBellis Karen Stallings Maureen Lewis Kirsten Maltman	\$145	\$580  (School vehicle)
PCAST Workshops  Disability Awareness and Caregiver Resource Fall Festival October 2, 2024  Community Based Instruction Overview (Virtual: KM, MB, JB) October 7, 2024  An introduction to person centered, planning and implementation for families and professionals Mays Landing, NJ October 9 & 10, 2024 (BC, KM, MB, JB, TJ, SH)	Max Opportunity Staff	\$0 registration \$38.54 mileage per person,per day	\$1,7343 Max Opportunity Grant

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Developing group person centered planning in classroom settings Mays Landing, NJ November 14, 2024 (KM, MB, JB)  Utilizing person centered approaches to improve IEP meet Mays Landing December 4 & 5 2024 (KM, MB, JB)			
NJPSA School Law Disportionality November 15, 2024 13 Centre Drive Monroe Twp, NJ 08831	Shawn Rebman	\$149	\$149
2025 ATIA Convention sponsored by Assistive Technology Industry Association. Orlando, FL. January 30-February 1, 2025.	Danielle Torres Lucia Ingraldi	\$610 (Reg.) \$200 (Meals) Total \$810	\$1,620
CPR Training by Wandra Wells from SCVTS Adult Education	Cumberland Campus	\$10.50 cost per CPR card	\$10.50 cost per CPR card

Vote	Roll Call	1	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis	1	Y			
Donelson		Y			
Halter					
Ransome	2	Y			
Smith					
White Corsey					
<b>Total</b>		4			

**PROGRAMS:**

Commented [95]: PROGRAMS

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL  
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**1. Request and Recommendation for Board of Education Accept the 2024 COPS Office School Violence Prevention Program (SVPP) Awards**

It is recommended by the Superintendent that the Board of Education accept the 2024 COPS Office School Violence Prevention Program (SVPP) Awards in the amount of \$426,583 through the Department of Justice.

**Commented [96]:** Accept the 2024 COPS

**2. Request and Recommendation for Board of Education Approval to Declare the Week of Respect and School Violence Awareness Week during the Month of October 2024 for the 2024-2025 School Year.**

It is recommended by the Superintendent that the Board of Education grant approval to declare the week of October 7 through October 11, 2024 as the "Week of Respect", in accordance with the Anti-Bullying Bill of Rights Act (P.L.2010, c.122) and October 14 through October 18, 2024 as "School Violence Awareness Week", in accordance with the requirements of title 18A:36-5.1.

**Commented [97]:** Week of Respect and School Violence Awareness Week

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

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

**Commented [98]:** Curriculum In Action

**4. 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.

**Commented [99]:** Use of the Facilities

**5. Request and Recommendation for Board of Education Approval of the School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights (Self-Assessment) Report for the 2023-2024 School Year for the Cumberland Campus, Daretown Campus, and Salem Campus.**

It is recommended by the Superintendent that the Board of Education approve the School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Acts. Annually, each school is required to complete a self-assessment of eight Core elements (HIB Programs, Approaches or Other Initiatives, Training on the BOE - approved HIB policy, Other Staff Instruction and Training Programs, Curriculum and Instruction on HIB and related Information and Skills, HIB Personnel, School Level HIB Incident Reporting Procedures, HIB Investigation Procedures, HIB Reporting. Once completed for each building and approved by the BOE, the reports are then submitted to the state. It is recommended by the Superintendent that the Board of Education approve the individual report for the [Cumberland](#) Campus, [Daretown](#) Campus, and [Salem](#) Campus.

**Commented [100]:** School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights (Self-Assessment)

**6. Request and Recommendation by the Superintendent for Board of Education Approve the Novice Instructors and Mentors for the 2024-2025 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. It is requested that the Board of Education approve payment for the mentoring. The district has opted to pay the mentor upon completion of the program and the submission of completed mentor/mentee logs per the District Mentoring Plan. It is recommended that the Board of Education approve the district paying the fees, provided that the novice instructor remains with the school district two years after obtaining the standard

**Commented [101]:** Novice Instructors and Mentors for the 2024-2025

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certification. If the novice instructor vacates the position prior, they must reimburse the district the fee paid, prior to their last day.

Novice Instructor	Mentor	Fee /Program
Maryjane Scheibal	Melissa Dicksonm	\$550

- 7. Request and Recommendation for Board of Education Approval of fundraising activities for the Career and Technical High School for the 2024-2025 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.**

Commented [102]: fundraisers

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
A.	Cumberland Field Day	Mum Sale \$8 each	9/16/24 to 9/30/24
B.	Cumberland Field Day	School Shirts \$15-\$30 each	10/15/24 to 11/15/24
C.	Car Show	Car Show, Craft Fair, Food Trucks	June 13, 2024 5-9pm

Vote	Roll Call	7	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba	2	Y			
Davis		Y			
Donelson		Y			
Halter					
Ransome	1	Y			
Smith					
White Corsey					
<b>Total</b>		4			

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**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:

**Commented [103]:** policies 2nd and final reading

- P 0141**                      **Board Member Number and Term (Revised)**
- P 2200**                      **Curriculum Content (M) (Revised)**
- P & R 3160**                **Physical Examination (M) (Revised)**
- P & R 4160**                **Physical Examination (M) (Revised)**
- R 5200**                      **Attendance (M) (Revised)**
- P 5337**                      **Service Animals (Revised)**
- P 5350**                      **Student Suicide Prevention (M) (Revised)**
- P 8420**                      **Emergency and Crisis Situations (M) (Revised)**
- P & R 8467**                **Firearms and Weapons (M) (Revised)**

**B. Old Business:**

**1.**

Vote	Roll Call	I			
		Yes	No	Abstain	No Vote
Name	Motion & 2nd				
Bomba	2	Y			
Davis		Y			
Donelson		Y			
Halter					
Ransome	1	Y			
Smith					
White Corsey					
<b>Total</b>		4			

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**INFORMATIONAL ITEMS**

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

Commented [104]: INFORMATIONAL ITEMS

Commented [105]: Monthly HIB Report SCSSSD

Vote	General	2	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba					
Davis					
Donelson					
Halter					
Ransome					
Smith					
White Corsey					
Total					

**XII. AUDIENCE PARTICIPATION II / COMMISSIONER LIAISON RECOGNITION**

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

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

Opportunity will be provided later in the agenda for general 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.



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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:  
\_\_\_\_\_
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 Grievance** \_\_\_\_\_
9. Matters involving quasi-judicial deliberations, and specifically:

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**BE IT FURTHER RESOLVED** that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

**FURTHER RESOLVED** that the Board of Education will/will not return to open session to conduct business at the conclusion of the executive session.

Vote	Roll Call	8:52 PM	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba	2	Y			
Davis		Y			
Donelson		Y			
Halter					
Ransome	1	Y			
Smith					
White Corsey					
<b>Total</b>		4			

**XIV. RESUMPTION OF PUBLIC PORTION OF THE MEETING - NONE**

**XV. ADJOURNMENT 9:11 PM**

Vote	Roll Call		Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba	2	Y			
Davis	1	Y			
Donelson		Y			
Halter					
Ransome		Y			
Smith					
White Corsey					
<b>Total</b>		4			

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Respectfully Submitted,



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Jennifer Bates  
Assistant Superintendent  
Business Administrator/Board Secretary  
SCVTS



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

