

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
Wednesday, December 18, 2024 at 7:00 p.m.

MINUTES

Commented [1]: Meeting began at 7:00 pm

I. PLEDGE OF ALLEGIANCE TO THE FLAG - 7:07 PM

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 - BY L. DONELSON

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, Carneys Point; 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> P </u>	Mrs. Julie Smith	<u> A </u>
Ms Joshlyn Marshall (student)	<u> P </u>	Mrs. Leslie White-Corsey	<u> A </u>

Commented [2]: Roll Call

IV. MINUTES

It is recommended that the Board of Education approve the [Minutes](#) and [Executive Minutes](#) of the November 19, 2024, Board of Education Meeting.

Commented [3]: Minutes

Vote	Roll Call	Item(s)			
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis		Y			
Donelson		Y			
Halter	1	Y			
Ransome	2	Y			
Smith					
White Corsey					
Total		5			

V. ADDENDA

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

Commented [4]: Addenda

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.

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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 minutes. 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**
- C. Correspondence**
- D. Presentations**

1. Students of the Month for December 2024
 - Cumberland -
 - RDS - Salem - Alexxa Guzman-Burgos
 - Daretown - Carter Sterling & Frank Ortiz
 - Career and Technical High School - Louis Scholl
2. Exemplary Teacher of the Year - Melissa Dickson
3. Principal reports
4. Student Liaison Report - Joshlyn Marshall

Commented [5]: Others present: John R. Swain (Superintendent), Dr. Jennifer Bates (Asst Superintendent), Frank H. Maurer, III (Asst Superintendent), Brian Cummings (Principal), James Helder, (Principal), Jason Helder (Principal), Alicia Smith (Curriculum Director), Melissa Dickson (Teacher), Kathy Garrison (Paraprofessional), Suzanne Dalglesih (Therapist), Frank Ortiz and Family, Loius Scholl and Family, John Ashcraft Jr., Sherri Marshall (Parent), Cordy Taylor (Commissioner Liaison)

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

A. Board Secretary Report

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the months of September 2024 and October 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.



Business Administrator/Board Secretary

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Commented [6]: Jason Helder - The school is in a good spot for admissions next year. 262 applicants. These are strictly for CTHS. NTHS induction went well. Alumni Wall was great. Foundation Dinner March 13, 2025 at 5-6 reception and 6 dinner.
James Helder - Enrollment has been steady. Took a student from Daretown who was from Ranch Hope. Santa will visit Thursday. Staff banquet Friday. Winter sports are going well.
Brian Cummings - Almost fully staffed with aides and teachers. A classroom is being made over.
Alicia Smith - 12 days of Christmas with CTHS staff. ELA teacher at Daretown being assisted by CTHS teacher. Attended the Cumberland Concert and Laser Show.

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 months of September 2024. The Reconciliation of Cash for

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School Funds Report and Board Secretary's Report are in agreement for the month of September 2024.

C. Board Secretary Certification

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

Commented [7]: Board 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 [8]: BOE Certification

E. Transfer of Funds

No Transfers

Commented [9]: Transfer of Funds

F. Warrants

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

Commented [10]: Warrants

- SCVTS Payroll for November 15, 2024 in the amount of [\\$239,154.10](#)
- SCVTS Payroll for November 29, 2024 in the amount of [\\$198,334.57](#)
- SCVTS Bill List for November 2024 in the amount of [\\$1,591,086.64](#)

Vote	Roll Call	6	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis	2	Y			
Donelson		Y			
Halter	1	Y			
Ransome		Y			
Smith					
White Corsey					
Total		5			

G. Board Secretary/Business Administrator New Business:

Commented [11]: New Business

1. Request and Recommendation for Board of Education Approval of a Contract with Diligent Corporation.

It is recommended by the Business Administrator that the Board of Education approve the [contract with Diligent Corporation](#) for [Board Docs Pro](#), a board meeting management software at an annual cost of \$11,000. The current

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system for Board Agenda and Board Minutes has not met the needs of our District. The cost of the annual subscription will be split between SCVTS and SCSSSD.

2. Request and Recommendation for Board of Education Approval of PSISJS, of Stratford, NJ, to Provide the Off-Site Maintenance and Storage of PowerSchool for the 2024-2025 School Year in the Amount of \$20,000.

It is recommended by the Business Administrator that the Board of Education approve [PSISJS](#), of Stratford, NJ, to provide the off-site hosting and technical support of PowerSchool from July 1, 2024 to June 30, 2025 for the amount of \$20,000.

Commented [12]: PSISJS, of Stratford, NJ

3. Request and Recommendation for Board of Education Approval of the Nursing Services Agreement for 2024-2025 School Year

It is recommended by the Business Administrator that the Board of Education approve the Nursing Services [Agreement](#) with Christiana Care Health System for the 2024-2025 school year.

Commented [13]: Nursing Services Agreement for 2024-2025

4. Request and Recommendation by the Business Administrator for the Board of Education Approval of the Tri County Conference Budget/Ticket Prices

It is requested by the Business Administrator that the Board of Education approve the Tri County Conference [budget and ticket prices](#) for 2025-26.

Commented [14]: Tri County Conference Budget/Ticket Prices

5. Request and Recommendation for Board of Education Approval to Accept a Donation from PSE&G in the Amount of \$8,000.

It is recommended by the Business Administrator that the Board of Education approve to accept a [donation](#) up to \$8,000 from PSE&G. The donation is specifically for a vibrant, community-based mural in our outdoor exercise area. As part of this project, we will prominently feature the PSE&G logo. Additionally, the donation will help establish a field hockey program for our students. PSE&G's support will also be acknowledged on the goals for our new field hockey team.

Commented [15]: Donation from PSE&G

6. Request and Recommendation by the Business Administrator for the Board of Education to Approve Renewing the MessageGuard E-Mail Archiving Appliance through K12 USA.com From February 23, 2025 to February 22, 2026 for \$1,260.00

It is recommended by the Business Administrator for the Board of Education to approve renewing the [MessageGuard](#) email archiving appliance through K12USA.com from February 23, 2025 to February 22, 2026 for \$1,260.00. This provides MessageGuard for the email system.

Commented [16]: Renewing the MessageGuard E-Mail Archiving

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 Orlando Ramirez, an Adult Welding student. Mr. Ramirez made a payment prior to being fully funded through the NJEDA grant.

Commented [17]: Refund to an Adult Program Student

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

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It is recommended by the Business Administrator for Board of Education approval to refund tuition in the amount of \$50 to Ranequa Kibler, an Adult CNA student. Ms. Kibler made a payment prior to being fully funded through the CCOG-CVT grant.

9. Request and Recommendation for the Board of Education to Approve the Acceptance of \$10,000 from the GCSSD JIF for 2023-2024.

It is requested by the Business Administrator that the Board of Education approve the acceptance of \$10,000 from the GCSSD JIF for meeting annual benchmarks: Maintaining a 10 year loss ratio below 50% (\$1,500), Maintaining a 5 year loss ratio below 50% (\$1,000), Maintaining a year loss ratio below 50% (\$500). Reporting of claims within 24 hours (\$1,000). Elite II Safety Incentive Award (\$3,000), Safety District of the Year. (\$3,000)

Commented [18]: GCSSD JIF for 2023-2024

10. Request and Recommendation for the Board of Education to Approve Renewal of the Malwarebytes Education Site Licenses at a cost of \$12,574.60

It is recommended by the Business Administrator that the Board of Education approve the renewal of the [Malwarebytes Education Site Licenses](#) (ThreatDown Elite and ThreatDown Elite Server) at a cost of \$12,574.60. The subscription is for the period of January 23, 2025 to January 22, 2026.

Commented [19]: Malwarebytes Education Site Licenses

Vote	Roll Call	10	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba	2	Y			
Davis		Y			
Donelson		Y			
Halter	1	Y			
Ransome		Y			
Smith					
White Corsey					
Total		5			

**IX. SUPERINTENDENT’S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT
A. New Business:**

Personnel:

1. Request and Recommendation Board of Education Approval of Updated Contracts Due to the Increase in the Minimum Wage.

It is recommended by the Superintendent that the Board of Education approve updated staff contracts due to the increase in minimum wage approved at November 19, 2024 Board of Education meeting to begin January 1, 2025.

Commented [20]: Increase in the Minimum Wage

Name	Position	New Rate
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Dylan Tuthill	Student Maintenance	\$15.49
Mia Tambrella	Student Garden Worker	\$15.49
Demajae White	Student Garden Worker	\$15.49

2. Request and Recommendation for Board of Education Approval for Bridgit Cerrone to Receive the Assistant Coach Stipend at the Contracted Amount of \$3,520.00, Retro for 2023-2024 Season.

It is requested by the Superintendent that the Board of Education approve Bridgit Cerrone to receive the assistant coach stipend for girls basketball at the contracted amount of \$3,520. Ms. Cerrone covered the responsibilities and time commitment for the girls basketball team in the absence of an assistant coach for the 2023-2024 school year.

Commented [21]: Assistant Coach Stipend

3. Request and Recommendation for Board of Education Approval to Increase the Scorekeeper Pay Rate.

It is recommended by the Superintendent that the Board of Education approve to increase the pay rate of the Athletics Score Keeper for Salem Tech Athletics to \$40 per game.

Commented [22]: Increase the Scorekeeper Pay Rate.

4. Request and Recommendation for Board of Education Approval of the Employment of the Athletics Score Keeper (Substitute) Position for the 2024-2025 School Year.

It is requested by the Superintendent that the Board of Education approve the employment of Michelle Drummond and Bruce Connell as the substitute Athletics Score Keeper at the approved rate listed for the 2024-2025 school year.

Commented [23]: Athletics Score Keeper (Substitute) Position

Vote	Roll Call	4	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis	1	Y			
Donelson		Y			
Halter		Y			
Ransome	2	Y			
Smith					
White Corsey					
Total		5			

PROFESSIONAL DEVELOPMENT:

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

Commented [24]: PROFESSIONAL DEVELOPMENT

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

Description of Professional Development for School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
Math and Science Bridge Meeting with Wind Port Presentation by Monica Coffey at Salem Community College December 10, 2024	Keely DiTizio Kristen Polk	\$0 registration	\$9.87 mileage per person \$250 Substitute
Advanced Algebra with Financial Applications Online Event January 9, 2025	Alicia Smith	\$295	\$295 ESEA Title IIA
GenAI Literacy Trainer Essentials Train the Trainer Institute for Individuals (Virtual) January 16, 2025 to February 20, 2025, Thursday Nights only	Rachael Battiata	\$749 Registration	\$749
Teaching Students to Think as a Mathematician TCNJ February 24, 2025	Mark Colavito	\$285 registration \$72.38 mileage	\$357.38 ESEA Title IIA \$125 substitute
NAA25 Convention Nashville, TN March 9 to March 12, 2025	Jeanette Jackson	\$595 registration \$370 airfare \$1,100 hotel \$301 M&I per gsa	\$2,366 21st CCLC
Ed Expo 2025 Rowan University April 8, 2025	Alicia Smith John Swain	\$350 registration	\$350

Vote	Roll Call	1	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			

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Davis	1	Y			
Donelson		Y			
Halter	2	Y			
Ransome		Y			
Smith					
White Corsey					
Total		5			

PROGRAMS:

1. Request and Recommendation for Board of Education Approval to Become a Partner in the National Fitness Campaign in Collaboration with Horizon BCBS of New Jersey.

It is recommended by the Superintendent that the Board of Education approve SCVTS becoming a partner of the National Fitness Campaign and accept eligible funding of \$40,000 from Horizon BCBS of New Jersey to establish and install an outdoor fitness program space with educational programming curriculum and resources. The [Award Letter](#) is attached.

Commented [25]: PROGRAMS

Commented [26]: National Fitness Campaign

2. Request and Recommendation for Board of Education Approval of a Memorandum of Agreement for Professional Services with the New Jersey Department of Education.

It is recommended by the Superintendent that the Board of Education approve the [Memorandum of Agreement for Professional Services](#) between The New Jersey Department of Education and SCVTS to administer the Adult Education GED tests for the calendar years 2024 through 2027. This agreement will be in effect until December 31, 2027.

Commented [27]: DOE MOA

3. Request and Recommendation for Board of Education Approval for the SCVTS Adult Education Programs at SCC to Participate in a Scholarship Program With the New Jersey Cooperative Education Association for the 2025 School Year.

It is recommended by the Superintendent that the Board of Education approve the SCVTS Adult Education Programs at Salem Community College to participate in a [scholarship program](#) offered by the New Jersey Cooperative Education Association (NJCEA) for the 2025 school year. The NJCEA scholarship program is offered to cooperative education coordinators who belong to the State organization (NJCEA) and their students. Eligible coordinators will nominate and submit applications of student candidates. The student will attend a panel interview and present a scholarship package that includes a resume, letter of recommendation from an employer, and letter of recommendation from a school administrator, teacher or counselor. Scholarship awards range from \$800 up to \$1,799.

Commented [28]: New Jersey Cooperative Education Association

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4. Request and Recommendation for Board of Education Approval of a Dual Credit Agreement between Salem Community College and Salem County Vocational Technical Schools.

It is recommended by the Superintendent that the Board of Education approve the [dual credit agreement](#) between Salem Community College and the Salem County Vocational Technical School for the 2024-2025 academic year. The agreement allows students to earn college credits while attending SCVTS.

Commented [29]: Dual Credit Agreement

5. Request and Recommendation for Board of Education Approval of the following Field Trip Requests for the 2024-2025 school year.

It is recommended by the Superintendent that the Board of Education approve the curriculum in action [field trips](#) for the Career and Technical High School. Experiences for approval are listed in the chart attached.

Commented [30]: Field Trip Requests

6. Request and Recommendation for Board of Education Approval of Additional Expenses for a Previously Approved Field Trip.

It is recommended by the Superintendent that the Board of Education approve student lunch expenses for a field trip to the Baltimore Convention Center approved by the Board of Education at its September 24, 2024 meeting. The Auto Collision/Automotive Technology student activity accounts will be used to pay for student lunches at the Hard Rock Cafe during the trip.

Commented [31]: Additional Expenses for a Previously Approved Field Trip

7. Request and Recommendation for Board of Education Approval of the AFJROTC 2th Annual Military Ball.

It is recommended by the Superintendent that the Board of Education approve the AFJROTC 24th Annual Military Ball at the Holiday Inn (Swedesboro) on Friday, January 31, 2025 from 6pm -10pm. There is no cost to the district. The event costs are listed below and will be paid from the AFJROTC Student Activity Account.

Commented [32]: AFJROTC 2th Annual Military Ball

Costs (AFJROTC Student Activity Account):

75 Attendees at \$55 per person: \$4,125
DJ cost: \$600 (approximate)
6 Chaperones at \$55 per person: \$330

8. 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 [33]: Use of the Facilities

9. 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 [34]: fundraising activities

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY

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A.	Class of 2027	Cookie Sale By Class of 2027 Pastry Arts Students. Funds raised will go towards the class of 2027 trip.	December 9, 2024- December 12, 2024
B.	Salem Tech FFA	Clothing Drive A company named A&E Clothing Corp assists in this fundraiser. They will weigh the bags. There is a 100 bag minimum for clothing pick up. Based on the weight collected a portion of money will be donated to FFA. Money raised will help pay for FFA leadership conferences and other chapter activities.	January 1, 2025 - January 31, 2025

Vote	Roll Call	9	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba	2	Y			
Davis		Y			
Donelson		Y			
Halter		Y			
Ransome	1	Y			
Smith					
White Corsey					
Total		5			

POLICY - None at this time

Commented [35]: POLICY

B. Old Business - None at this time

Commented [36]: Old Business

INFORMATIONAL ITEMS

Commented [37]: INFORMATIONAL ITEMS

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

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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)

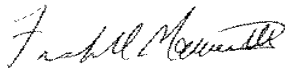
It is recommended that the Board of Education accept and approve the HIB report as presented. (None at this time)

Vote	Roll Call	1	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis	2	Y			
Donelson		Y			
Halter	1	Y			
Ransome		Y			
Smith					
White Corsey					
Total		5			

**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 November 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.



Business Administrator/Board Secretary

December 18, 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 months of [October 2024 Revised](#) and [November 2024](#). The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the months of October 2024 and November 2024.

C. Board Secretary Certification

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

D. Board of Education Certification

Commented [38]: Board Secretary Report

Commented [39]: Reconciliation of Cash for School Funds Report

Commented [40]: Board Secretary Certification

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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 November 2024. All transfers that occurred during this school year are included in order to present them in their new format.

Commented [41]: Transfer of Funds

F. Warrants

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

- SCSSSD Payroll for November 15, 2024 in the amount of \$300,682.43
- SCSSSD Payroll for November 30, 2024 in the amount of \$307,893.86
- SCSSSD Bill List for November 2024 for \$456,619.32

Commented [42]: Warrants

Vote	Roll Call	6	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis		Y			
Donelson		Y			
Haier	1	Y			
Ransome	2	Y			
Smith					
White Corsey					
Total		5			

G. Board Secretary/Business Administrator New Business:

Commented [43]: Warrants

1. Request and Recommendation by the Business Administrator for the Board of Education to Approve the Acceptance of \$5,500 from the GCSSD JIF for 2023-24.

It is requested by the Business Administrator that the Board of Education approve the acceptance of \$5,500 from the GCSSD JIF for meeting annual benchmarks: Average Days to Report Claims Within 1-3 days (\$500), Maintaining a Loss Ratio of Below 50% (\$1,000), Maintaining a Five Year Average Loss Ratio Below 50% (\$1,000), Elite II Safety Incentive Award (\$3,000).

Commented [44]: GCSSD JIF for 2023-24.

2. Request and Recommendation for Board of Education Approval of the Nursing Services Agreement for 2024-2025 School Year

Commented [45]: Nursing Services Agreement for 2024-2025

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It is recommended by the Business Administrator that the Board of Education approve the Nursing Services [Agreement](#) with Christiana Care Health System for the 2024-2025 school year.

3. Request and Recommendation by the Business Administrator that the Board of Education Approve GCSSSD Transportation Contracts.

It is recommended by the Business Administrator that the Board of Education approve the attached GCSSSD Transportation [contracts](#).

Commented [46]: GCSSSD Transportation Contracts.

4. Request and Recommendation by the School Business Administrator for Approval of the Contract with the NJ Department of Motor Vehicle Commission

It is recommended by the Business Administrator that the Board of Education approve a contract with the NJ Department of Motor Vehicle Commission for the [Limited Online Access Program](#) for reporting bus driver abstracts.

Commented [47]: NJ Department of Motor Vehicle Commission

5. Request and Recommendation by the School Business Administrator for Approval of the Surety Bond for Frank H. Maurer, III

It is recommended by the Business Administrator that the Board of Education approve the [Surety Bond](#) for Frank H. Maurer, III for \$190,000.

Commented [48]: Surety Bond for Frank H. Maurer, III

6. Request and Recommendation by the School Business Administrator for Approval of a Contract with Rowan College of South Jersey

It is recommended by the Business Administrator that the Board of Education approve [contract](#) to rent Rown College of South Jersey for the Special Olympics on April 10 and 11, 2025.

Commented [49]: Rowan College of South Jersey

7. Request and Recommendation to Cancel the Shared Speech Services Agreement with Pennsville School District effective December 16, 2024.

It is recommended by the Business Administrator that the Board of Education approve the discontinuation of Speech Services with Pennsville School District effective December 15, 2024.

Commented [50]: Shared Speech Services Agreement with Pennsville

8. Request and Recommendation by the School Business Administrator for Approval of a Contract with AMN Healthcare, Inc.

It is recommended by the Business Administrator that the Board of Education approve a [contract](#) with AMN Healthcare, Inc. to provide clinicians in the area of OT and PT on an as needed basis at the rates set forth in the contract.

Commented [51]: AMN Healthcare, Inc

9. Request and Recommendation for Board of Education Approval of a Contract with Diligent Corporation.

It is recommended by the Business Administrator that the Board of Education approve the [contract with Diligent Corporation](#) for [Board Docs Pro](#), a board meeting management software at an annual cost of \$11,000. The current system for Board Agenda and Board Minutes has not met the needs of our District. The cost of the annual subscription will be split between SCVTS and SCSSSD.

Commented [52]: Diligent Corporation

Vote	Roll Call		Item(s)
		9	

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Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis	1	Y			
Donelson		Y			
Halter		Y			
Ransome	2	Y			
Smith					
White Corsey					
Total		5			

XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

**A. New Business:
PERSONNEL:**

Transfer:

1. Request and Recommendation for Board of Education Approval to the Transfer of Justin Moore.

It is recommended by the Superintendent that the Board of Education approve the transfer of Justin Moore from Cumberland nurse to full time floating nurse effective 1/2/25.

Commented [53]: New Business:

Commented [54]: PERSONNEL

Commented [55]: Transfer of Justin Moore

2. Request and Recommendation for Board of Education Approval to the Transfer of Mariah Moore.

It is recommended by the Superintendent that the Board of Education approve the transfer of Mariah Moore from floating nurse to Cumberland nurse effective 1/2/25.

Commented [56]: Transfer of Mariah Moore

3. Request and Recommendation for Board of Education Approval to the Transfer of Christine Longo

It is recommended by the Superintendent that the Board of Education approve the transfer of Christine Longo from substitute nurse to full time floating nurse effective 1/2/25.

Commented [57]: Transfer of Christine Longo

4. Request and Recommendation for Board of Education Approval to the Transfer of Caitlynn Siniscalchi

It is recommended by the Superintendent that the Board of Education approve the transfer of Caitlynn Siniscalchi from 60% (\$13,726.80 prorated) employee to 100% (\$22,878 prorated) one to one aide at Cumberland effective 1/2/25.

Commented [58]: Transfer of Caitlynn Siniscalchi

5. Request and Recommendation for Board of Education Approval to the Transfer of a COVID Reporting Stipend

It is recommended by the Superintendent that the Board of Education approve the transfer of the COVID Reporting stipend from Justin Moore to Mariah Moore effective 1/2/25.

Commented [59]: Transfer of a COVID Reporting Stipend

Resignation:

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6. Request and Recommendation for Board of Education Approval to the Resignation of Mary Ecret

It is recommended by the Superintendent that the Board of Education approve the resignation of Mary Ecret effective January 10, 2025.

Commented [60]: Resignation of Mary Ecret

Vote	Roll Call	6				Item(s)
Name	Motion & 2nd	Yes	No	Abstain	No Vote	
Bomba		Y				
Davis		Y				
Donelson		Y				
Halter	2	Y				
Ransome	1	Y				
Smith						
White Corsey						
Total		5				

PROGRAMS:

Commented [61]: PROGRAMS

1. Request and Recommendation for Board of Education to Approve the Revised 2024-2025 School Calendar for the Cumberland Campus.

It is recommended by the Superintendent that the Board of Education approve the [revised 2024-2025 school calendar for the Cumberland Campus](#). On December 9, 2024, the Cumberland Campus was closed due to a water main break. The make-up day has been added to the Spring Break. The Cumberland Campus will be open on a half-day Monday, January 27th.

2. Request and Recommendation for Board of Education Approval of the following Field Trip Requests for the 2024-2025 school year.

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

Commented [62]: Field Trip Requests for the 2024-2025

3. 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 [63]: Use of the Facilities

4. Request and Recommendation for Board of Education Approval of Magic Mears to attend School Bus Driver Training.

It is requested by the Superintendent that the Board of Education approve Magic Mears to attend School Bus Driver Training.

Commented [64]: Magic Mears to attend School Bus Driver Training

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5. Request and Recommendation for Board of Education Approval of 2025 Extended School Year Dates and Times.

It is recommended by the Superintendent that the Board of Education approve the dates and times for the 2025 Extended School Year (ESY) program:

Monday, July 7, 2025 through Thursday, August 14, 2025 (Friday no class)
Staff: 8:30 a.m. – 3:00 p.m. *(with an ½ hour unpaid lunch)*
Students: 8:45 a.m. – 2:45 p.m.
Cumberland Campus, Daretown Campus, and Salem Campus

Commented [65]: 2025 Extended School Year Dates and Times

Vote	Roll Call	5	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis	1	Y			
Donelson		Y			
Halter	2	Y			
Ransome		Y			
Smith					
White Corsey					
Total		5			

PROFESSIONAL DEVELOPMENT:

6. 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.

Commented [66]: PROFESSIONAL DEVELOPMENT

Description of Professional Development for School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total Costs
Techspo 2025 Harrah's Atlantic City January 29-31, 2025	Harry Rodriguez	\$590 event \$234.44 Hotel (est) \$147.50 Meals \$50.48 Mileage \$25 Parking Est	Total: \$1047.42 (est) each

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School Social Work Assoc. of America 2024 National Conference in Baltimore, MD	Tammy Smith-Halter	Registration \$545 Mileage \$80.65 Tolls \$21	Total: \$646.65
ATIA 2024 Conference in Orlando, FL January 25-January 27, 2024 (only requesting permission to attend)	Stephanie Weiser Danielle Torres	\$147.50 Meals ea.	Total: \$295.00
Uplifting Trauma-Impacted Immigrant Families Stockton University April 23, 2023	Gwendolyn Scott	Cost: \$178 Mileage: \$38.73	Total: \$216.73
PCAST: An Introduction to person Centered Planning and Implementation for Families and Professionals Rutgers Co-Op Atlantic City February 8 & 9, 20-24	Robin Kerns-Boucher Julie Bilinski	Mileage: \$71.44 ea. Parking: \$20 ea.	Total: \$182.88 Max Opportunity Grant
Techspo 2025 Harrah's Atlantic City January 30, 2025	Frank Maurer John Swain	\$365 registration	Total: \$730

7. Request and Recommendation for Board of Education Approval of fundraising activities for the Special Services School District 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 [67]: fundraising activities

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
A.	Unified Sports	Special Olympics Team Store	January 1 - 31, 2024
B.	Unified Sports	Spirit Wear Sale in coordination with JD Enterprises.	December 1 - 31, 2024
C.	Unified Sports	Turkey Bowl at Salem Campus	November 27, 2024

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D.	Unified Sports	Holiday Helpers	December 17, 2024 9am-2pm
E.	Unified Sports	Holiday Helpers - Breakfast with Santa	8:30 am-1pm

Vote	Roll Call	2	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba		Y			
Davis		Y			
Donelson		Y			
Halter	2	Y			
Ransome	1	Y			
Smith					
White Corsey					
Total		5			

POLICY None at this time

Commented [68]: POLICY

B. Old Business: None at this time

Commented [69]: Old Business:

INFORMATIONAL ITEMS

Commented [70]: INFORMATIONAL ITEMS

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

It is recommended that the Board of Education to accept the [Student Placement Report](#) and [Student Financial Report](#) for the month of November.

Commented [71]: Accept the Student Placement and Student Financial Report for the Month of November.

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 [72]: Monthly HIB Report SCSSSD

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

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Ransome		Y			
Smith					
White Corsey					
Total		5			

3. Principal's/Administrator's Reports

Cumberland
[Daretown](#)
[Salem Campus](#)

Commented [73]: Principal's/Administrator's Reports

XII. AUDIENCE PARTICIPATION II / COMMISSIONER LIAISON RECOGNITION - NONE

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

Commented [74]: AUDIENCE PARTICIPATION II / COMMISSIONER LIAISON RECOGNITION

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:

Commented [75]: RECESS INTO EXECUTIVE SESSION

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

4. Matters concerning negotiations, and specifically:

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

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

7. Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:

8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:

9. Matters involving quasi-judicial deliberations, and specifically:

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

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

XIV. ADJOURNMENT - 8:04 PM

Commented [76]: ADJOURNMENT - 8:04 PM

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

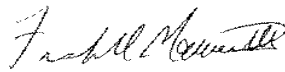
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Smith					
White Corsey					
Total		5			

Respectfully Submitted,



Jennifer Bates
Assistant Superintendent
Business Administrator/Board Secretary
SCVTS



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