

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

Regular Board of Education Meeting
880 Route 45, Woodstown, NJ 08098
Tuesday, April 29, 2025 at 7:00 p.m.

AGENDA

I. PLEDGE OF ALLEGIANCE TO THE FLAG

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

II. CALL TO ORDER

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

III. ROLL CALL

Mr. James Davis	_____	Mr. Earl Ransome	_____
Mr. Linwood Donelson III	_____	Mrs. Patricia Bomba	_____
Mr. Daryl Halter	_____	Mrs. Leslie White-Corsey	_____
Mrs. Julie Smith	_____	Ms Joshlyn Marshall (student)	_____

IV. MINUTES

It is recommended that the Board of Education approve the Minutes of the [March 25, 2025](#) Board of Education Meeting.

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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V. ADDENDA

A. Acceptance of Agenda Addenda Items SCVTS

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

B. Acceptance of Agenda Addenda Items SCSSSD

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

VI. AUDIENCE PARTICIPATION I

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

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

- Be recognized by the Board President.
- State your full name and address before commenting.

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- Identify the resolution on which you will be commenting.
- Wait to be recognized before making your comments.
- Limit your comments to the specific resolution.
- Time will be limited to 3 minutes per speaker. Another speaker may transfer their time to a speaker to increase the total time to 6 minute. However, the person transferring time loses their time to comment.
- Comments from the public will not have a response from the Board of Education.

VII. BOARD OF EDUCATION BUSINESS

A. Old Business

**B. New Business
POLICY**

1. Request and Recommendation for Board of Education Approval of Request for Proposals for the following:

It is recommended by the Business Administrators that the Board of Education approve the Request for Proposals for the following items:

- [Routine and Emergency Electrical Repair Service](#)
- [Mechanical Plumbing Services](#)
- [Waste Removal Services](#)

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

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

“Managing for Equity in Education” Policy and Regulation Guides

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

C. Correspondence

1. NJSACC Afterschool Professionals Week Nominee- Cameron Baynes, Ed.D.

D. Presentations

1. **Student Board member Report**
2. **Students of the Month**

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1. RDS - KJ Showalter
2. Cumberland - [A'Riya Townsend](#)
3. Daretown - None
4. SCVTS-[Carlene Stewart](#)

**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 [February 2025](#). 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

April 29, 2025

Date

B. Cash Reconciliation Report

Cash Reconciliation Report by 18A:17-36 and 18A:17-9 for the month of [February 2025](#). The Cash Reconciliation Report and Board Secretary's Report are in agreement for the month of February 2025.

C. Board Secretary Certification

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

D. Board of Education Certification

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

E. Transfer of Funds

There are no transfers to report.

F. Warrants

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

- SCVTS Payroll for March 14, 2025 in the [\\$221,862.80](#)
- SCVTS Payroll for March 28, 2025 in the amount of [\\$200,924.06](#)
- SCVTS Bill List from March 31, 2025 in the amount of [\\$1,446,421.51](#)

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – APRIL 29, 2025**

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

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation for Board of Education Approval to Void Checks.

It is recommended by the Business Administrator that the Board of Education approve to void the checks listed below. The checks will not be reissued.

Check #	Amount	Date
42141	\$141	May 8, 2024
42182	\$170	May 15, 2024
42486	\$500	August 12, 2024
43114	\$60.25	January 25, 2025

2. Request and Recommendation by the School Business Administrator for Approval of the Purchase of a 2025 Chevrolet Silverado 2500 HD from Porter Chevrolet.

It is recommended by the School Administrator for the Board of Education to approve purchase a 2025 Chevrolet Silverado 2500 HD from Porter Chevrolet in the amount of \$56,696. Three quotes were obtained. This vehicle is replacing the 2002 GMC Sierra no longer in service.

3. Request and Recommendation for Board of Education Approval of the Annual Docuware Cloud Base Subscription with KDI Office Technology.

It is recommended by the Business Administrator that the Board of Education approve the renewal of the [DocuWare Cloud Base Subscription and Support Package](#) from KDI Office Technology at a cost of \$4,776.00 from June 22, 2025 to June 21, 2026.

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4. Request and Recommendation for Board of Education Approval of the Contract with Masso’s Event Rentals.

It is recommended by the Business Administrator that the Board of Education approve a [Rental Agreement](#) for a stage, skirting, and chairs with Masso’s Event Rentals for the SCVTS 2024 Graduation Ceremony to be held on June 19, 2025 from 6:00 p.m. to 9:00 p.m. in the amount of \$6,858.30.

5. Request and Recommendation by the Business Administrator for the Board of Education to approve the 2025-2026 AmeriHealth Benefits Plan Trust Agreement through Brown and Brown Advisers.

It is recommended by the Business Administrator that the Board of Education approve the 2025-2026 AmeriHealth Benefits plan Trust Agreement through Brown and Brown Advisers. Chart of rates is attached. Delta Dental renewal is attached. Health Renewal and Marketing Report and Renewal Contract are attached. [Attachment](#)

6. Request and Recommendation for Board of Education Approval of the Rental Agreement with PierCetek, LLC.

It is recommended by the Business Administrator that the Board of Education approve a [Rental Agreement](#) for a AC/DC Electrical Trainer with PierCetek, LLC for the Adult Post Secondary Program from April 25, 2025 to May 2, 2025 in the amount of \$250.00.

7. Disposal of the Following Item that is of No Further Use or Value.

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

- 2 Hobart Meat Slicers
- Profinish XL-Cold Laminating system

Vote	Roll Call	7	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba					
Davis					
Donelson					
Halter					
Ransome					
Smith					
White Corsey					
Total					

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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PERSONNEL:

1. Request and Recommendation for Board of Education Approval of Summer Hours for 12 Month Staff

It is recommended by the Superintendent that the Board of Education approve the following summer work hours for 12 month staff beginning the week of June 23, 2025 and ending the week of August 25, 2025. Staff will work a four (4) day, nine (9) hour per day work week, Monday through Thursday.

2. Request and Recommendation for Board of Education Approval to Rescind the Resignation of Chase Sieber.

It is requested by the Superintendent that the Board of Education approve to rescind the resignation of Chase Sieber, Adult Program Welding Assistant, which was board approved at the February 25, 2025 meeting.

New Hires:

3. Request and Recommendation for Board of Education Approval for the Employment of Aiden Emery.

It is requested by the Superintendent that the Board of Education approve the employment of Aiden Emery as an Assistant Maintenance Mechanic at the Career and Technical High School Maintenance Department with an anticipated start date of April 15, 2025 at a salary of \$37,900.00, prorated.

Vote	Roll Call	3	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba					
Davis					
Donelson					
Halter					
Ransome					
Smith					
White Corsey					
Total					

PROFESSIONAL DEVELOPMENT:

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

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

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Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
Equity Alliance Conference at Princeton Forrestal Marriott for workshops, discussions, and community-building to challenge inequities and drive change. April 26, 2025	Nicole Cerqueria	Mileage: \$79.43 Hotel: \$103.00	
Literacy for Life Conference The College of New Jersey May 2, 2025	Angel Brown Sonya Saul	Registration: \$125 pp Mileage: \$108.22	\$358.22 Adult Literacy WIOA Title IIA

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

PROGRAMS:

1. Request and Recommendation by the Business Administrator for the Board of Education to Approve 2025-2026 Revised Projected Enrollment and Tuition Adjustment Contracts

It is requested by the Business Administrator for the Board of Education to approve the revised 2025-2026 Projected Enrollment and Tuition Adjustment Contracts for the following school districts:

[Pittsgrove Township - Elmer School District](#)

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[Woodstown-Pilesgrove Regional School District](#)

1. Request and Recommendation for Board of Education Approval of the Partner Memorandum Of Understanding 2024-2027 with the Cumberland, Salem, Cape May Local Workforce Development Board.

It is recommended by the Superintendent that the Board of Education approve the [Partner Memorandum of Understanding from 2024-2027](#) with the Cumberland, Salem, Cape May Workforce Development Board. SCVTS provides the Adult Title II AEFLA (Adult Education and Family Literacy Act) Program.

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

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

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

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- 3. Request and Recommendation for Board of Education Approval of the Included Summer Programs Opportunities for the Career and Technical High School. All programming and funds are subject to NJDOE approval.**

Description of Program	Participant(s)	FUNDS
NJGPA Reinforcement	Students needing to meet current NJDOE Graduation Requirements and in need of additional academic support due to learning loss.	ESEA Title IA and/or Title IIA

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

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

- 5. Request and Recommendation for Board of Education Approval of the 21st CCLC Achievers Program Curriculum in Action Trips to the Salem Community College Glass Education Center.**

It is recommended by the Superintendent that the Board of Education approve the 21st CCLC Salem County Achievers 2028 Program Curriculum in Action Trips on April 7, April 24, April 25, & April 28, 2025 to the Salem Community College Education Center. Students will tour the facility, receive a glass making demonstration, and make a fused glass votive holder.

Cost:

Trip: \$2,500

Bus: \$720

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

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

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7. Request and Recommendation for Board of Education Approval of the 21st CCLC Achievers Program Curriculum in Action Trip to the Christiana Skating Rink.

It is recommended by the Superintendent that the Board of Education approve the 21st CCLC Salem County Achievers 2028 Program Curriculum in Action Trip on July 9, 2025 to the Christiana Skating Rink. Students will participate in a Newton's Law hand-on demonstration and will have the opportunity to participate in skating and other various activities.

Cost:

Trip: \$2,150

Bus: \$720

8. Request and Recommendation for Board of Education Approval of the 21st CCLC Achievers Program Curriculum in Action Trip to the The Franklin Institute Museum.

It is recommended by the Superintendent that the Board of Education approve the 21st CCLC Salem County Achievers 2028 Program Curriculum in Action Trip on July 16, 2025 to The Franklin Institute Museum. Students will be engaged and interact with activities to explore science and technology.

Cost:

Trip: \$2,750

Bus: \$720

9. Request and Recommendation for Board of Education Approval of the 21st CCLC Achievers Program Curriculum in Action Trip to the Launch Trampoline Park.

It is recommended by the Superintendent that the Board of Education approve the 21st CCLC Salem County Achievers 2028 Program Curriculum in Action Trip on July 21, 2025 to the Launch Trampoline Park. Students will participate in social and emotional learning. Students will be exposed to different physical activities.

Cost:

Trip: \$2,300

Bus: \$720

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 Salem County Vocational Technical School District.

It is recommended by the Superintendent that the Board of Education approve program agreements with the Food Bank of South New Jersey, Inc. and the SCVTS 21st CCLC Salem County Achievers 2028 program hosted at Salem County Vocational Technical School for the summer program . The program will provide afternoon snacks and a shelf stable dinner item. Students will receive the

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meals at the end of each day of the summer program to take home. There is no cost to the district for this program.

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

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

12. Request and Recommendation for Board of Education Approval of the Career and Technical High School Senior Curriculum in Action Experience to Orlando, Florida.

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

Cost to Students: (Based on 4 students per room) Total per student cost: \$2,145.00.

- Hotel: Disney All Star Resort (4 nights)
- (3) Day Premium Disney Park to Park Ticket
- Universal Studios (1) Day Pass
- Meal Plan
- American Airlines

Cost to District:

- Bus to and from airport/Airfare/Tour/Accommodations Package – (1) administrator (free)
- Chaperone meal reimbursement at approved GSA guidelines - \$306 per person
- Overnight Chaperone Compensation per negotiated agreement - \$75 per night per person
- (3) substitute teachers for (4) days at \$125.00 per sub per day = \$1,500.00
- \$100.00 for luggage fees

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

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

14. Facilities for the Salem County Vocational Technical and Special Services School Districts.

It is recommended by the Superintendent that the Board of Education approve the use of the facilities for the [attached](#) events at Salem County Vocational Technical and Special Services Schools Districts. Experiences for approval are listed in the chart attached.

15. 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.

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
A.	FCA	FCA-Walk-A-Thon Students will pay \$5.00 to walk outside during 4th block for 30 minutes. Funds raised will go towards club snacks, summer camp and possibly provide help to other clubs or outreach.	May 15, 2025 Rain Date May 22, 2025

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Vote	Roll Call	15	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba					
Davis					
Donelson					
Halter					
Ransome					
Smith					
White Corsey					
Total					

B. Old Business:

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

INFORMATIONAL ITEMS

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

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.

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

**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 [March 2025](#). 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.

_____ April 23, 2024
Business Administrator/Board Secretary Date

B. Reconciliation of Cash for School Funds Report

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the month of [March 2025](#). The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the month of March 2025.

Revised Cash Reconciliation Agency Account for the month of [February 2025](#) [Revised General](#) in accordance with 18A:17-36 and 18A:17-9.

C. Board Secretary Certification

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

D. Board of Education Certification

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

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AGENDA – APRIL 29, 2025**

are available to meet the District’s financial obligations for the remainder of the fiscal year.

E. Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds for [March 2024](#).

F. Warrants

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

- Warrants for the period of March 2025 in the amount of [\\$2,476,231.72](#).
- SCSSSD Payroll for Period ending March 14, 2025 in the amount of [\\$301,095.60](#).
- SCSSSD Payroll for Period ending March 28, 2025 in the amount of [\\$299,965.59](#).

Vote	Roll Call	6		Item(s)	
		Yes	No	Abstain	No Vote
Bomba					
Davis					
Donelson					
Halter					
Ransome					
Smith					
White Corsey					
Total					

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation of the Business Administrator to Approve to Adopt the Budget for FY 2025-2026 as Approved By the County Office of Education on 4-16-25:

WHEREAS, the Salem County Special Services Board of Education adopted a tentative budget on March 6, 2025, and submitted it to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 16, 2025, and

WHEREAS, the final budget was presented to the public during a hearing held in the Board of Education Administrative Offices 880 Route 45, Woodstown, NJ, on April 29, 2025.

Budget Tax Levy	\$36,000
General Fund	\$10,373,869

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Special Revenue Fund	\$1,476,673
Debit	\$0
Total Base Budget	\$11,850,542

BE IT FURTHER RESOLVED, that a public hearing be held at the Salem County Special Services Board of Education located at 880 Route 45, Woodstown NJ 08098 on April 29, 2025 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2025-2026 School Year.

2. Request and Recommendation by the Business Administrator for the Board of Education Approval of the GCSSSD Transportation Contracts.

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

3. Request and Recommendation by the Business Administrator for the Board of Education Approval of the Contract with Harris Education

It is recommended by the Business Administrator that the Board of Education approve the attached [contract](#) with Harris Education - Realtime for \$30,533.11. The contract will begin 7/1/25 and conclude on 6/30/26.

4. Request and Recommendation by the Business Administrator for Board of Education Approval of the Contracts with Metropolitan Contract Carpets, Inc.

It is recommended by the Business Administrator that the Board of Education approve three contracts with the state approved vendor Metropolitan Contract Carpets.

[Salem \\$116,020 \(Reception & Principal, Hallway, Amphitheater\)](#)

[Daretown \\$13,450 \(gym floor\)](#)

[Daretown \\$4150 \(front hall\)](#)

[Daretown \\$5480 \(rear hall\)](#)

5. Request and Recommendation by the Business Administrator for the Board of Education to approve the 2025-2026 AmeriHealth Benefits Plan Trust Agreement through Brown and Brown Advisers.

It is recommended by the Business Administrator that the Board of Education approve the 2025-2026 AmeriHealth Benefits plan Trust Agreement through Brown and Brown Advisers as well as the Horizon Dental Plan. Chart of rates is attached. Health Renewal and Marketing Report and renewal contract are attached. [Attachment](#)

6. Request and Recommendation for Board of Education Approval Cancellation of Check 2745

Check: # 2745

Payee: Waste Mgmt.

Ck Amt \$593.35

Ck Date: 4/4/25

Void Date: 4/7/25

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

XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

A. New Business:

PERSONNEL:

1. Request and Recommendation for Board of Education Approval of Summer Hours for 12 Month Staff

It is recommended by the Superintendent that the Board of Education approve the following summer work hours for 12 month staff beginning the week of June 23, 2025 and ending the week of August 25, 2025. Staff will work a four (4) day, nine (9) hour per day work week, Monday through Thursday.

New Hires:

2. Request and Recommendation for Board of Education Approval for the Employment of Cynthia Caballero.

It is requested by the Superintendent that the Board of Education approve the employment of Cynthia Caballero as a full-time Paraprofessional 1:1 at the Cumberland Campus, with a salary of \$22,878.00 (HS, Step 2), effective April 7, 2025.

3. Request and Recommendation for Board of Education Approval for the Employment of Kathryn Fanz.

It is requested by the Superintendent that the Board of Education approve the employment of Kathryn Fanz as a full-time Paraprofessional 1:1 at the Cumberland Campus, with a salary of \$22,650 (HS Step 1), effective April 7, 2025.

4. Request and Recommendation for Board of Education Approval for the Employment of Jazmine Rachal.

It is requested by the Superintendent that the Board of Education approve the employment of Jazmine Rachal as a full-time Paraprofessional at

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the Cumberland Campus, with a salary of \$22,650 (HS Step 1), effective April 7, 2025.

5. Request and Recommendation for Board of Education Approval for the Employment of Holly Williams.

It is requested by the Superintendent that the Board of Education approve the employment of Holly Williams as a full-time Paraprofessional 1:1 at the Cumberland Campus, with a salary of \$23,500 (HS Step 5), effective May 5, 2025.

6. Request and Recommendation for Board of Education Approval for the Employment of Joy Strehle.

It is requested by the Superintendent that the Board of Education approve the employment of Joy Strehle as a Speech-Language Specialist for the Early Intervention Program (EIP), at a rate of \$77.00/hr., effective 04/24/2025.

7. Request and Recommendation for Board of Education Approval for the Employment of Bryan Riley, Alfonzo Dowe and Magic Mears as Bus Drivers.

It is requested by the Superintendent that the Board of Education approve Bryan Riley, Alfonzo Dowe and Magic Mears as School Bus Drivers, with a rate of \$27.50 per hour.

Shadowing:

7. Request and Recommendation for Board of Education Approval Job Shadowing for a Rowan University Student

It is requested by the Superintendent that the Board of Education approve the job shadowing of Jenna D'Orio (Rowan University student) to complete an OT Shadowing Experience with Christine Pantalone beginning April 30, 2025.

TRANSFERS:

9. 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:

Name	From	To	Date	Salary
Brian Riley	Paraprofessional	Job Coach	4/8/2025	\$36,646 MaxOpportunity Grant (Pro-Rated)

FMLA:

10. Request and Recommendation for Board of Education Approval of NJFLA for Amanda Nichols

It is recommended by the Superintendent that the Board of Education approve the NJFLA for Amanda Nichols beginning on or about April 8, 2024 until on or about April 29, 2024.

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LOA:

11. Request and Recommendation for Board of Education Approval of Leave of Absence for Employee Number 629

It is recommended by the Superintendent that the Board of Education approve the Leave of Absence for Employee 629 beginning on or about March 26, 2025 until on or about May 28, 2025. (JGM)

Resignations:

12. Request and Recommendation for the Board of Education to approve the Resignation of Carol Powers

It is recommended by the Superintendent that the Board of Education approve the Resignation of Carol Powers of Salem Campus, effective 06/30/25.

13. Request and Recommendation for the Board of Education to approve the Resignation of Cheryl Richmond

It is recommended by the Superintendent that the Board of Education approve the Resignation of Cheryl Richmond of Early Intervention, effective 06/30/25.

14. Request and Recommendation for the Board of Education to approve the Resignation of Magic Mears

It is recommended by the Superintendent that the Board of Education approve the Resignation of Magic Mears of Cumberland Campus, effective 04/11/25.

15. Request and Recommendation for the Board of Education to approve the Retirement Resignation of Christopher Jones

It is recommended by the Superintendent that the Board of Education approve the Retirement Resignation of Christopher Jones of Daretown Campus, effective 06/30/25.

16. Request and Recommendation for the Board of Education to approve the Retirement Resignation of Jane Smith.

It is recommended by the Superintendent that the Board of Education approve the Retirement Resignation of Jane Smith of Nurse of RDS/Salem Campus, effective 06/30/25.

Vote	Roll Call	16	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba					
Davis					
Donelson					
Halter					
Ransome					
Smith					

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White Corsey					
Total					

PROGRAMS:

1. Request and Recommendation by the Superintendent to Approve the School Bus Emergency Evacuation Drill Reports

It is recommended by the Business Administrator to accept the completed [School Bus Emergency Evacuation Drill Reports](#). In accordance with N.J.A.C. 6A:27-11.2 school bus emergency evacuation drills must be performed twice within a school year.

2. 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.

3. Facilities for the Salem County Vocational Technical and Special Services School Districts.

It is recommended by the Superintendent that the Board of Education approve the use of the facilities for the [attached](#) events at Salem County Vocational Technical and Special Services Schools Districts. Experiences for approval are listed in the chart attached.

Vote	Roll Call	3		Item(s)	
		Yes	No	Abstain	No Vote
Name	Motion & 2nd				
Bomba					
Davis					
Donelson					
Halter					
Ransome					
Smith					
White Corsey					
Total					

PROFESSIONAL DEVELOPMENT:

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

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

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Description of Professional Development or School Improvement Activity or Workshop	Participant(s)	Cost Per Participant	Total cost
PCAST Innovation Swap Meet Rutgers Health-Boggs Center May 29, 2025 200 Riverview Plaza, Trenton (NJDOE) LRC - Learning Resource Center	Kirsten Maltman Melanie Blew Jennifer Bates Tara Jaquays Maureen Lewis Michelle Brown	Up to 200 miles @.47 per participant	\$94 per participant Max. Opportunity Grant Funds
WBL Network and Learn Sessions	Michelle Brown	Registration: \$49.00 Milage: \$19.74	\$68.74 Max. Opportunity Grant Funds
Special Ed Law: Year in Review	Shawn Rebman	Registration: \$150.00	\$150.00

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

B. Old Business:

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

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Donelson					
Halter					
Ransome					
Smith					
White Corsey					
Total					

INFORMATIONAL ITEMS

1. **Request and Recommendation for Board of Education to Accept the Student Placement and Student Financial Report for the Month of March.**
It is recommended that the Board of Education to accept the [Student Placement Report](#) and Student Financial Report for the month of [March](#). This report has been modified after the last meeting to give more accurate and greater detail to the Board of Education.

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

3. **Principal’s/Administrator’s Reports**
[Cumberland](#)
[Daretown](#)
[Salem Campus](#)

Vote	General	3	Item(s)		
Name	Motion & 2nd	Yes	No	Abstain	No Vote
Bomba					
Davis					
Donelson					
Halter					
Ransome					
Smith					
White Corsey					
Total					

XII. AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION

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

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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.
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:

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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:

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

XIV. RESUMPTION OF PUBLIC PORTION OF THE MEETING

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

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XV. ADJOURNMENT

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