

**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 28, 2020 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; 360 Hollywood Avenue, Carneys Point; and 880 Route 45, Woodstown.

**III. ROLL CALL**

Mr. James Davis _____	Mr. Earl Ransome _____
Mr. Linwood Donelson III _____	Mrs. Patty Bomba _____
Mr. Daryl Halter _____	Ms. Margaret Nicolosi _____
	Mrs. Julie Smith _____

**IV. MINUTES**

It is recommended that the Board of Education approve the Minutes and Executive Minutes of the March 24, 2020 Board of Education Meeting.

Action:      Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study \_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

**V. ADDENDA**

**A. Acceptance of Agenda Addenda Items SCVTS**

Action:      Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study \_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_



**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
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Education and has been implemented since the District’s closure on March 17, 2020.

**2. Request and Recommendation for Board of Education Approval of SCSSSD Virtual/Remote Instruction Program.**

Motion to approve the Salem County Special Services School District’s program of virtual or remote instruction to meet with the 180 day requirement, which was previously submitted to the Department of Education and has been implemented since the District’s closure on March 17, 2020.

Action:           Approved\_\_\_\_ Disapproved \_\_\_\_ Held for Study\_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

- C. Correspondence-None**
- D. Presentations-None**

Action:           Approved\_\_\_\_ Disapproved \_\_\_\_ Held for Study\_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

**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 month of March 2020. 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 28, 2020  
Business Administrator/Board Secretary Date

**B. Cash Reconciliation Report**

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
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Cash Reconciliation Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2020. The Cash Reconciliation Report and Board Secretary’s Report are in agreement for the month of March 2020.

**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 13, 2020 in the amount of \$177,756.67
- SCVTS Payroll for March 30, 2020 in the amount of \$164,905.59
- SCVTS Bill List for the period from February 22, 2020 through April 22, 2020 in the amount of \$1,646,708.47.

Action:           Approved\_\_\_\_ Disapproved \_\_\_\_ Held for Study\_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

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

**1. Request and Recommendation by the Business Administrator for the Board of Education to approve the 2020-2021 AmeriHealth benefits plan through Brown and Brown Advisers.**

It is recommended by the Business Administrator that the Board of Education approve the 2020-2021 AmeriHealth Benefits through Brown and Brown Advisers. Chart of rates is attached, and represents a 2.5% increase for AmeriHealth PPO 10 and PPO 15, and HMO 10. Delta Dental renews at no increase.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
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- 2. Request and Recommendation by the Business Administrator for the Board of Education to approve the Renewal of Participation in the Public Employer Trust for the 2020-2021 school year.**

It is recommended by the Business Administrator that the Board of Education approve the renewal of the district's participation in the Public Employer Trust, administered by Brown Brown Benefit Advisors, for the 2020-2021 school year. The benefit programs adopted were for Medical and Prescription Drugs

- 3. Request and Recommendation by the Business Administrator for the Board of Education to Approve the 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 of the listed technology equipment.

- 4. Request and Recommendation by the Business Administrator for the Board of Education to Approve Cancellation of Check #36515 in the Amount of \$194.00 to Harrah's Resort Atlantic City.**

It is requested by the Business Administrator that the Board of Education approve to cancel check #36515 to Harrah's Resort Atlantic City. The conference was cancelled due to COVID-19. We will not reissue another check.

- 5. Request and Recommendation by the Business Administrator for the Board of Education to Approve Cancellation of Check #36658 in the Amount of \$182.00 to Treasurer, State of New Jersey.**

It is requested by the Business Administrator that the Board of Education approve to cancel check #36658 to Treasurer, State of New Jersey. Check must reference a different address. Check will be reissued.

Action:           Approved\_\_\_\_ Disapproved \_\_\_\_ Held for Study\_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

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

**A. New Business:**

**PERSONNEL:**

**New Hires:**

- 1. Request and Recommendation of the Superintendent for Board of Education Approval of Barbara Cleves**





**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
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Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of March 2020. 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 28, 2020  
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 March 2020. The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the month of March 2020.

**C. Board Secretary Certification**

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

**D. Board of Education Certification**

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

**E. Transfer of Funds**

It is recommended that the Board of Education approve the transfer of funds for the period of March 16, 2020 through April 21, 2020.

**F. Warrants**

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

- SCSSSD Payroll for March 13, 2020 in the amount of \$496,163.55
- SCSSSD Payroll for March 30, 2020 in the amount of \$493,612.10.
- SCSSSD Bill List for the period from March 20, 2020 through April 21, 2020 in the amount of \$ \$1,033,423.03.

Action:      Approved\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study\_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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



**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
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Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

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

- 1. Request and Recommendation by the Business Administrator for the Board of Education to approve the 2020-2021 AmeriHealth benefits plan through Brown and Brown Advisers.**

It is recommended by the Business Administrator that the Board of Education approve the 2020-2021 AmeriHealth Benefits through Brown and Brown Advisers. Chart of rates is attached, and represents a 2.5% increase for AmeriHealth PPO 10, PPO 15, and HMO 10. VSP Vision renews at no increase.

- 2. Request and Recommendation by the Business Administrator for the Board of Education to approve the Renewal of Participation in the Public Employer Trust for the 2020 - 2021 school year.**

It is recommended by the Business Administrator that the Board of Education approve the renewal of the district's participation in the Public Employer Trust, administered by Brown Brown Benefit Advisors, for the 2020-2021 school year. The benefit programs adopted were for Medical and Prescription Drugs

- 3. Request and Recommendation by the Business Administrator for the Board of Education to Approve the Student Accident Insurance Policy with Conner Strong & Buckelew.**

It is recommended by the Business Administrator that the Board of Education approve the Student Accident Insurance Policy with Conner Strong and Buckelew through Bob McCloskey Insurance at the rate of \$5,168 effective 7/1/20 through 7/1/21.

- 4. Request and Recommendation by the Business Administrator for the Board of Education to Approve the Cancellation of Check #42568.**

It is recommended by the Business Administrator that the Board of Education approve the cancellation of Check #42568 in the amount of \$135.00 payable to NJASSW. This was for a workshop for Christine Cacchioli that was cancelled due to the Corona virus.

- 5. Request and Recommendation by the Business Administrator for the Board of Education to Approve the Cancellation of Check #42512.**

It is recommended by the Business Administrator that the Board of Education approve the cancellation of Check #42512 in the amount of \$135.00 payable to NJASSW. This was for a workshop for Jennifer Crowell that was cancelled due to the Corona virus.

- 6. Request and Recommendation by the Business Administrator for the Board of Education to Approve the Cancellation of Check #42494.**



**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
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It is requested by the Superintendent that the Board of Education approve the transfer of Jesenia Rodriguez as a Substitute Interpreter for Salem Campus at the salary of Interpreter, Step 1 - \$33,272 (prorated) effective April 6, 2020.

**2. 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:

<b>Name</b>	<b>From</b>	<b>To</b>	<b>Date</b>	<b>Salary</b>
Jesenia Rodriguez	RDS9	RDS8	4/7/20	\$33,272
Shanice Nelson	MD214	MD209	4/7/20	No Change

**FMLA:**

**3. Request and Recommendation of the Superintendent for Board of Education Approval of the NJFLA and a Leave of Absence for Shannon Leady**

It is requested by the Superintendent that the Board of Education approve NJFLA for Shannon Leady beginning on or about September 14, 2020 to on or about December 4, 2020. It is also requested that a Leave of Absence be approved beginning on or about December 7, 2020 to on or about December 15, 2020.

Action:           Approved\_\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study\_\_\_\_\_

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

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

Abstain: \_\_\_\_\_ Opposed: \_\_\_\_\_

**PROGRAMS:**

**1. Request and Recommendation for Board of Education Approval of 2020 Extended School Year Changes in Dates.**

It is recommended by the Superintendent that the Board of Education approve the change in dates for the 2020 Extended School Year (ESY) program:

From: Monday, July 6, 2020 through Thursday, August 13, 2020  
 To: Monday July 20, 2020 through Friday August 21, 2020  
 Staff: 8:30 a.m. – 3:00 p.m. (M-F) *(with a ½ hour unpaid lunch)*  
 Students: 8:45 a.m. – 2:45 p.m.





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

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

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- 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:

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

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