

**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, July 26, 2022 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	_____	Ms. Patty Bomba	_____
Mr. Daryl Halter	_____	Ms. Margaret Nicolosi	_____
Mrs. Julie Smith	_____		

**IV. MINUTES**

It is recommended that the Board of Education approve the Minutes from the July 5, 2022 Board of Education meeting.

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

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

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

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

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



**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – July 26, 2022**

September 27, 2022	April 25, 2023
October 18, 2022*	May 9, 2023**
November 22, 2022	June 6, 2023** (SCSSSD Graduation)
December 20, 2022*	July 3, 2023 (11:00 am)
January 24, 2023	

- a. 7:00 p.m. in the Conference Room at the Vocational Technical School located at 880 Route 45, Woodstown, NJ.
- b. \*Third Tuesday
- c. \*\*Second Tuesday

**B. New Business-**

**1. Discuss the Code of School Ethics for School Board Members**

Board of Education discussion of the Code of School Ethics. Each school board member is responsible to read and become familiar with the codes per School Ethics Act, C1788, P.L. 2001 and to sign an Acknowledgement of Receipt of the Codes

**C. Correspondence - ADA 32nd anniversary**

**D. Presentation - Retirement Resolution for Sue Costello**

**ROLL CALL:**

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

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

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

Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Ms. 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 June 2022. 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	<u>July 26, 2022</u> Date
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**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
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- 2. Request and Recommendation for Board of Education to Approve Canceling Check #39630 to WTTI in the Amount of \$7,612.00.**  
It is requested by the Business Administrator that the Board of Education approve to cancel check #39630 to WTTI in the amount of \$7,612.00. The check will be reissued in the amount of \$6,752.00.
- 3. Request and Recommendation for Board of Education Approval of a Tuition Adjustment for the Pittsgrove Township School District in the amount of \$28,688 for the 2018-2019 host site academy students.**  
It is requested by the Business Administrator that the Board of Education approve the tuition adjustment for the Pittsgrove Township School District for the 2018-2019 host site academy students for the 2018-2019 school year.
- 4. Request and Recommendation for Board of Education Approval to Write Off Outstanding Balances for the 2021-2022 School Year.**  
It is requested by the Business Administrator that the Board of Education approve the write off of \$11,008.50 in outstanding invoices from the 2021-2022 school year, as indicated on the attached list.
- 5. Request and Recommendation for Board of Education Approval for an Out of County Tuition Contract Refund.**  
It is recommended by the Business Administrator for Board of Education approval to pay a 2020-2021 tuition adjustment refund to Lawrence Township in the amount of \$510.00 and a 2020-2021 tuition adjustment refund to Buena Regional in the amount of \$255.00. Both Lawrence Township and Buena Regional have no students enrolled for the 2022-2023 school year.
- 6. Request and Recommendation for Board Approval to Refund Food Service Account Balances for Graduated Seniors.**  
It is recommended by the Business Administrator for Board of Education approval to refund account balances to seniors that graduated in June 2022 in the total amount of \$396.65 per the attached list.
- 7. Request and Recommendation for Board Approval to write off Balances for Food Services.**  
It is recommended by the Business Administrator for Board of Education approval to write off the Food Services balances for students at the CTHS campuses totaling \$88.90 from the 2021-2022 school year..
- 8. Request and Recommendation for Board of Education Approval of the attached Consultant Agreement with Woodstown Physical Therapy.**  
It is recommended by the Business Administrator that the Board of Education approve the attached Consultant Agreement with Woodstown Physical Therapy to provide athletic trainer services for students during the 2022-2023 school year.
- 9. Request and Recommendation for Board of Education Approval of an Agreement for the Provision of Instruction with Brookfield for Instructional Services for SCVTS Students.**

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It is recommended by the Business Administrator that the Board of Education approve an Agreement for the Provision of Instruction between SCVTS and Brookfield Educational Services program for the 2022-2023 school year, as needed.

**10. Request and Recommendation for Board of Education Approval of Associated Fire Protection for Fire Extinguisher Inspection Services for the 2022-2023 School Year.**

It is recommended by the Business Administrator to approve a service agreement with Associated Fire Protection to conduct portable fire extinguisher inspections for the Career and Technical High School for the 2023-2023 school year in the amount of \$2,012.50.

**11. Request and Recommendation for Board of Education Approval to Renew a Contract with Waste Management for Recycling and Waste Management Services for 2022-2023.**

It is recommended by the Business Administrator that the Board of Education approve a renewed contract with Waste Management for recycling and waste management for the 2022-2023 school year at a 10.0% increase due to rising fuel costs. RFP will be sent out for 23-24.

**12. Request and Recommendation for the Board of Education Approval of an Annual Contract with Go Guardian**

It is recommended by the Superintendent that the Board of Education approve the acceptance of the quotation from Go Guardian for device diagnostic and filtering software at a cost \$7106.00.

**13. Request and Recommendation for Board of Education to Approve annual contract with CorePoint.**

It is recommended by the Business Administrator to approve the acceptance of the quotations from CorePoint for annual phone system support for \$2,098, block of time for \$1,250 (10 hours) and \$4,800 for 4 TB of Cloud Backup.

**14. Request and Recommendation by the Business Administrator That The Board of Education Approve EPIC Environmental, Inc. to Complete Right to Know Survey and AHERA for the 2022-2023 School Year.**

It is requested by the Business Administrator that the Board of Education approve EPIC Environmental, Inc. to provide Professional Services to include New Jersey Right to Know (\$1,200) and the Asbestos Hazard Emergency Response Act (\$300) for the 2022-2023 School Year.

**ROLL CALL:**

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

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

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

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

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

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

**A. New Business:**

**PERSONNEL:**

**New Hire:**

**1. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of the following stipend positions for the 2022-2023 school year.**

It is requested by the Superintendent that the Board of Education approve the employment of the following stipend positions at the negotiated rates listed for the 2022-2023 school year.

First name	Last name	Position
Jim	Helder	Athletic Director (appropriate certification required)
Grace	Cutillo	Substitute Procurer (Level 1)
Katherine	Polillo	ALLIES Club Advisor (Level 1)
Bruce	Connell	Banquet Chef/Director
Bruce	Connell	Attendance Recovery
Jami	Munyan	Attendance Recovery
Nicole	Cerqueira	Academic League - JV (Level 2)
Nicole	Cerqueira	Girls Who Code (Level 1)
Tara	Cunningham	Senior Class Advisor (Level 1)
Tara	Cunningham	Senior Trip Advisor (Level 2)
Tara	Cunningham	Basketball Asst. Coach (Girls)
Tara	Cunningham	Girls Volleyball Head Coach
Kimberly	Kraky	Cross Country Head Coach (Girls)
Kimberly	Kraky	Gym/Fitness Room (Hourly Rate)
Kimberly	Kraky	FEA Advisor (Level 1)
Eric	Walter	Junior Class Advisor (Level 1)
Eric	Walter	Chess Club Advisor (Level 2)
Matthew	DiTizio	Cross Country Head Coach (Boys)
Matthew	DiTizio	Bowling Head Coach
Matthew	DiTizio	Boys Volleyball Head Coach
Elizabeth	Duaimé	Student Government Association (Level 1)
Elizabeth	Duaimé	PM Detention Monitor
Elizabeth	Duaimé	Attendance Recovery

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Kristen	Redkoles Polk	Freshman Class Advisor (Level 1)
Joseph	Rojas	AFJROTC Service Coordinator
Carly	Chaapel	Garden Club Advisor (Level 1)
Matt	Dickens	Sports Talk and Media Club (Level 2)
Joseph	Alexander	E-Sports (Level 1)
Keely	DiTizio	FFA Advisor (Level 1)
Rachael	Lester-Battiata	Sophomore Class Advisor (Level 1)
Rachael	Lester-Battiata	Yearbook (Level 1)
Rachael	Lester-Battiata	Attendance Recovery
Mark	Kasubinski	Skills USA Advisor (Level 1)
Mark	Kasubinski	Soccer Asst Coach (Boys)
Mark	Kasubinski	Athletics Score Keeper
John	Herman	AM Cafeteria Monitor (Level 2)
Tracy	Foster	Day Care Center (TLC) Advisor (Level 1)
Al	Roeske	AM Detention Monitor (Level 2)
Dawn	Patrick	Academic League - Varsity (Level 2)
Jessica	Crim	National Technical Honor Society Advisor (Level 1)
Jessica	Crim	Title I Tutoring-certification required (Hourly Rate)
Rob	Polk	Soccer Head Coach (Girls)
Rob	Polk	Gym/Fitness Room (Hourly Rate)
Lindsey	Doran	Gym/Fitness Room (Hourly Rate)
Bryan	Riley	Boys Basketball Head Coach
Bryan	Riley	Boys Volleyball Asst. Coach
Bridgit	Cerrone	Girls Basketball Head Coach
Bridgit	Cerrone	Girls Soccer Asst. Coach
Scott	Hoopes	Boys Soccer Head Coach

**2. Request and Recommendation for Board of Education Approval of 21st CCLC Summer Program Staff.**

It is recommended by the Superintendent that the Board of Education Approve the following staff for the 21st CCLC Summer Program from July 11, 2022 through August 4, 2022. Timesheets will be required. Funding is provided through the 21st CCLC grant. Approval is based on student minimum enrollment requirements. Without minimum enrollment, offerings and positions may be canceled.

Staff	Rate
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Nickerson, Michael (instructor) Smith, Taylor (sub instructor)	\$220 per day for Teachers;
Smith, Taylor (instructional aide)	\$150 per day for Instructional Aides
Rita Rivera (bus aide) Al Roeske (bus aide) Siamarie Aponte-Ruiz (sub bus aide)	\$27.27 per hour

**3. Request and Recommendation Board of Education Approval of SCVTS Certified Staff to Provide Homebound Instruction for the 2022-2023 School Year at a rate of \$38 per hour.**

It is recommended by the Superintendent for Board of Education Approval of SCVTS Certified Staff to Provide Homebound Instruction for the 2022-2023 School Year at a rate of \$38 per hour, on an as needed basis as determined by and scheduled by the CTHS principal. Timesheet required. No other reimbursement shall be paid for homebound instruction other than the hourly rate approved by the Board for actual hours of instruction.

**4. Request and Recommendation for Board of Education Approval of Kim Connell-Miller to Review Student Sports Physicals and Related Documentation at an hourly rate of \$38 per hour.**

It is recommended by the Superintendent that the Board of Education approve Kim Connell-Miller to Review student Sports Physicals and Related documentation at an hourly rate of \$38 per hour, as needed and approved by the CTHS principal. Timesheets required.

**5. Request and Recommendation for Board of Education Approval of the Employment of Brittany Blue as a ESL/Civics Instructor for the 2022-2023 School Year.**

It is requested by the Superintendent that the Board of Education approve of the employment of Brittany Blue as an ESL/Civics Instructor effective August 1, 2022 at the rate of \$30.00 per hour, not to exceed 28 hours per week, no benefits.

**6. Request and Recommendation for Board of Education Approval of the Employment of Joel Norton as the CTHS Welding Instructor.**

It is recommended by the Superintendent that the Board of Education approve Joel Norton as the CTHS Welding Instructor effective September 1, 2022 at the rate of \$57,099 (Step 3). Mr. Norton is currently anticipated to receive his Teacher of Welding certification from the NJDOE, which the District will expedite

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in collaboration with the County Office. Mr. Norton will not begin without proper certification.

**7. Request and Recommendation for Board of Education Approval of the Employment of CMSgt Keith Zulkowski as a CTHS AFJROTC Instructor.**

It is recommended by the Superintendent that the Board of Education approve CMSgt Keith Zulkowski as the AFJROTC Instructor effective September 1, 2022 at the rate of \$56,669 (estimated MIP). CMSgt Zulkowski is currently anticipated to receive his Teacher of Military Science from the NJDOE, which the District will expedite in collaboration with the County Office. CMSgt. Zulkowski will not begin without proper certification.

**8. Request and Recommendation of the Superintendent for Board of Education Approval of Joel Norton, CTHS Welding Instructor as the Part-Time Welding Instructor for the Adult Education Evening Program.**

It is recommended by the Superintendent that the Board of Education approve the employment of Joel Norton, CTHS Welding Instructor as the part-time Welding Instructor for the Adult Education evening program for the 2022-2023 school year at the rate of \$38.00 per hour, as needed. Timesheets are required. Course offering is subject to minimum enrollment requirements.

**FMLA/NJFLA/LOA:**

**Resignations:**

**9. Request and Recommendation for Board of Education Approval to Accept the Resignation of Gwen Herman.**

It is recommended by the Superintendent that the Board of Education accept the resignation of Gwen Herman, Director/Title I Instructional Coach effective August 31, 2022. Ms. Herman may be released early upon the superintendent's approval.

**10. Request and Recommendation for Board of Education Approval to Accept the Resignation of Kylie Mosher.**

It is recommended by the Superintendent that the Board of Education accept the resignation of Kylie Mosher, Building Based Substitute Teacher and PT TLC Staff effective July 21, 2022.

**11. Request and Recommendation for Board of Education Approval to Accept the Resignation of Danut Chiriac.**

It is recommended by the Superintendent that the Board of Education accept the resignation of Danut Chiriac, Teacher of Electrical Technology at the Career and Technical High School effective July 7, 2022.

**12. Request and Recommendation for Board of Education Approval to Accept the Resignation of Dominick DiPietro.**

It is recommended by the Superintendent that the Board of Education accept the resignation of Dominick DiPietro, Teacher of Construction Technology at the Career and Technical High School effective July 7, 2022.



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76th CEA International Conference & Training Event Tampa, Florida August 28 - 31, 2022	Angel Brown	\$485 registration \$755 hotel \$240 meals \$250 airfare \$60 luggage fee \$60 parking (As per GSA rates)	\$1,850  Adult Literacy Title ii professional development funds and Title ii ESEA funds
Pastry Evolution LeCole Valrhona New York, New York August 22, 2022-August 25, 2022	Bruce Connell	\$ 945 registration \$ 660 hotel \$50 hotel fees \$277 meals \$400 train/transportation \$75 parking (As per GSA rates)	ARP-ESSER funds  \$2407

**ROLL CALL:**

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

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

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

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

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

**PROGRAMS:**

**1. Request and Recommendation for Board of Education Approval of the SCVTS Adult Education Program to be a Host Test Site for D & S Diversified Technologies.**

It is recommended by the Superintendent that the Board of Education approve the SCVTS Adult Education Program to be a Host Test Site for D & S Diversified Technologies for Adult CNA Skills Exams. The Host Test Site is located at the Salem Community College Campus, Room Tillis 103. Approved Examiners are Wandra Wells, Anne Tighe and Diane Hill. Tests will be conducted during the evenings from 4:00 to 9:00 p.m. on an as needed basis. The cost of the exam is \$30 per student for students not enrolled in the SCVTS Adult CNA program. Examiners are paid the rate of \$31.00 per hour, timesheets required. Exams will be offered on an as needed basis through October 4, 2022.

**2. Request and Recommendation for Board of Education Approval to Apply for the FY2023 Individual Disabilities Education Act - Part B (IDEA-B) Grant in the amount of \$160,922.**

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It is recommended by the Superintendent that the Board of Education approve the Salem County Vocational Technical School District to apply for the FY2023 Individual Disabilities Education Act - Part B (IDEA - B) grant funds in the amount of \$160,922 for the budget period July 1, 2022 to June 30, 2023.

**3. 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 2023 summer program.**

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

**4. Request and Recommendation for Board of Education Approval of a Professional Membership in the Gloucester Salem Principals Association in the amount of \$100 for the 2022-2023 School Year.**

It is recommended by the Superintendent that the Board of Education approve to pay for a professional membership in the Gloucester Salem Principal's Association of \$100 for Jason Helder, Principal of the Career and Technical High School for the 2022-2023 school year. The association meets monthly as a Professional Learning Community sharing best practices and working with representatives from the Department of Education. By negotiated contract Mr. Helder is entitled up to \$1,250.00 in professional membership fees.

**5. Request and Recommendation for Board of Education Approval of an Athletic Event Supervision Coverage Fee for the 2022-2023 School year.**

It is recommended by the Superintendent that the Board of Education grant approval for an athletic event supervision coverage fee of \$100.00 per event for the 2022-2023 school year in the absence of the Athletic Director. Athletic supervision must be provided for athletic competitions by a staff member in possession of a NJ Principal Certificate. The responsibilities of supervision include safety and security of athletes, coaches, officials and spectators as well as administrative oversight. In the event of injury or incident the administrator will coordinate with the athletic trainer to ensure an incident report is documented and filed. If an SCVTS administrator is not available the coverage will then be offered to an administrator in the SCSSSD.

**6. Request and Recommendation for Board of Education Approval to Provide CPR/Basic Lifesaving Skills Training Courses for SCVTS Child Care and Allied Health Program Students during the 2022-2023 School Year.**

It is recommended by the Superintendent that the Board of Education approve the Salem County Adult Education Program to provide CPR/Basic Lifesaving Skills Training courses to SCVTS Child Care and Allied Health Program students. All participants will receive an American Heart Association CPR/BLS certificate. Cost is \$10.00 per student. Wandra Wells, a full time SCVTS Adult Education employee, will teach each four (4) hours course. The courses will be held at the

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SCVTS Campus, during normal school hours on dates agreed upon by the program instructors.

**7. Request and Recommendation for Board of Education Approval to Provide CPR/Basic Lifesaving Skills Training Courses for the 2022-2023 School Year.**

It is recommended by the Superintendent that the Board of Education approve the Salem County Adult Education Program to Provide CPR/Basic Lifesaving Skills Training courses for the 2022-2023 on an as needed basis. All participants will receive an American Heart Association CPR/BLS certificate. Cost is \$90.00 per student. Wandra Wells, a full time SCVTS Adult Education employee, will teach each ten (10) hour course. The courses will be held at the SCVTS Adult Education Classroom in the Tillis Building at the Salem Community College Campus.

**8. Request and Recommendation for Board of Education Approval to Utilize Option ii Graduation Standards for Students in the AFJROTC Program for the 2022-2023 School Year.**

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

**9. Request and Recommendation for Board of Education Approval for FFA Members and Chaperones to Attend the National FFA Convention in Indianapolis, Indiana from October 26, 2022 to October 29, 2022.**

It is recommended by the Superintendent that the Board of Education grant approval for ten (10) FFA members and two (2) chaperones to attend and participate in the National FFA Convention in Indianapolis, Indiana from October 26, 2022 to October 29, 2022. Per Board of Education policy, the school district will allocate \$2500 for student participation costs of registration, travel and lodging in national conferences and competitions. The balance of the student costs will be covered by the FFA Chapter or student/parent contribution. A cost breakdown for the trip is as follows:

**Student Costs – Estimated costs**

Travel (Airfare/Ground Transportation): \$3500.00

Registration fees: \$1000.00

Hotel Lodging: \$2000.00

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

Airfare/Train \$1,000.00 Total

Registration Fees: \$100.00

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Chaperone Fee:	\$ 75.00 per night, per chaperone (Acct# 11-140-100-53-002) (\$450)
Substitute Coverage	\$125 per person per day (\$750)
Hotel	\$650.00
Meals	\$231.50*

\*Chaperone meal reimbursement at approved GSA guidelines\*

**10. Request and Recommendation for Board of Education Approval of Additional Novels for Use by the SCVTS English Department.**

It is recommended by the Superintendent that the Board of Education approve additional novels for the English Department of SCVTS. The department seeks to expand the scope of novels available for the English 12 classes. The novels are attached.

**11. Request and Recommendation for Board of Education Approval of the First Reading for the Following Textbook at the Career and Technical High School for the 2022 – 2023 School Year.**

It is recommended by the Superintendent that the Board of Education grant approval of the first reading of the Biology, 11e textbook (ISBN: 978-1-337-39293-8) for use at the Career and Technical High School for the 2022 - 2023 school year. The textbook is available in the Board Conference Room for review. A readability study has been completed and reviewed in accordance with the Affirmative Action Policy.

**12. Request and Recommendation for Board of Education Approval for SCVTS to be a Site Host for a Stormwater Management Project.**

It is recommended by the Superintendent that the Board of Education approve SCVTS to be a site host for a Stormwater Management Project. The Partnership for the Delaware Estuary (PDE) has received funding for the development and installation of green infrastructure projects in cooperation with Rutgers Cooperative Extension and the Academy of Agricultural Sciences. The projects will focus on rain garden installations at environmentally beneficial sites on campus. There will be no cost to the district. The project proposal is attached.

**13. Request and Recommendation for Board of Education Approval for 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.

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





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- P 2417            Student Intervention and Referral Services (M)  
(Revised)**
- P 3161            Examination for Cause (Revised)**
- P 4161            Examination for Cause (Revised)**
- P 5512            Harassment, Intimidation, and Bullying (M)  
(Revised)**
- P& R 7410        Maintenance and Repair (M) (Revised)**
- R 7410.01        Facilities Maintenance, Repair Scheduling, and  
Accounting (M) (Revised)**
- P 8420            Emergency and Crisis Situations (M) (Revised)**
- P & R 9320        Cooperation with Law Enforcement Agencies (M)  
(Revised)**

**B.    Special Education/Receiving Schools NJDOE Monitoring Policy and  
Regulation Guide Updates**

**The Policy Guide and corresponding Regulation Guides listed below are  
mandated for Approved Private Schools for Students with Disabilities, Educational  
Services Commissions, Jointure Commissions, Regional Day Schools, and  
County Special Services School Districts.**

- P 2461            Special Education/Receiving Schools (M) (Revised)**
- R 2461.06        Special Education/Receiving Schools –  
Appropriately Certified and Licensed Staff (M)  
(Revised)**
- R 2461.09        Special Education/Receiving Schools – Statewide  
and District-Wide Assessment Programs (M)  
(Revised)**
- R 2461.10        Special Education/Receiving Schools – Full  
Educational Opportunity (M) (Revised)**
- R 2461.12        Special Education/Receiving Schools – Length of  
School Day and Academic Year (M) (Revised)**
- R 2461.14        Special Education/Receiving Schools – Amending  
Policies, Procedures, the Services Provided, or the  
Location of Facilities (M) (Revised)**



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

**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 months of June 2022. 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.

_____	July 27, 2021
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 June 2022. The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the month of June 2022.

**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 2021-2022 School Year.

**F. Warrants**

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

- Payroll for June 15, 2022 in the amount of \$ 333,913.33
- Payroll for June 30, 2022 in the amount of \$ 261,890.16



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**5. Request and Recommendation for Board of Education Approval to Write Off Uncollected Balances from Other School Districts.**

It is recommended by the Business Administrator for Board of Education approval to approve the writing off of uncollected balances from other school districts:

- A. Deerfield Township BOE \$350.00 from 4/30/2018
- B. Elsinboro Township BOE \$88.98 from 3/31/2017
- C. Plainfield BOE \$700 from 6/7/2016
- D. Invoice Error \$300.00 from 11/21/2014

**6. Request and Recommendation by the Business Administrator for Board of Education Approval for a Yoga Session with Lucia Ingraldi for ESY at the Cumberland Campus.**

It is requested by the Business Administrator that the Board of Education approve Lucia Ingradi for Yoga session on July 11, 18, 25, 2022 and August 1, 8, 15, 2022 at the rate of \$600 for the 6 weeks.

**7. Request and Recommendation by the Business Administrator to Renew a Contract with Waste Management for Recycling and Waste Management Services for 2022-2023.**

It is recommended by the Business Administrator that the Board of Education approve the Business Administrator approve a renewed contract with Waste Management for recycling and waste management for the 2022-2023 school year at a 10.0% increase due to rising fuel costs.

**8. Request and Recommendation by the Business Administrator for Board of Education Approval of a Contract with Johnson Controls Fire Protection, LLC to Test, Inspect and report on the Fire Panel at the NJ Regional Day School at Mannington.**

It is requested by the Business Administrator that the Board of Education approve Johnson Controls Fire Protection, LLC to test, inspect, and report on the fire panel at the NJ Regional Day School at Mannington for the annual cost of \$1,840.21. This will replace Racite Company/Associated Fire.

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

It is requested by the Business Administrator that the Board of Education approve the attached transportation contracts from GCSSSD.

**10. Request and Recommendation by the Business Administrator That The Board of Education Approve EPIC Environmental, Inc. to Complete Right to Know Survey and AHERA for the 2022-2023 School Year.** It is requested by the Business Administrator that the Board of Education approve EPIC Environmental, Inc. to provide Professional Services to include New Jersey Right to Know (\$1,200) and the Asbestos Hazard Emergency Response Act (\$1,020) for the 2022-2023 School Year.

**ROLL CALL:**



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It is recommended by the Superintendent that the Board of Education approve the payment of unused sick, personal, and vacation days to Jane Whittinghill in accordance with the negotiated contract with sick and personal days having a maximum of \$7,500 and vacation days being paid out at her \$479.45/diem. The sum of the total 39.25 sick days, minus any used prior to her final day totals \$2,943.75.

**15. Request and Recommendation by the Superintendent for Board of Education Approval of the Payment to Susan Costello for Unused Sick, Personal, and Vacation Days Upon her Retirement, July 30, 2022.**

It is recommended by the Superintendent that the Board of Education approve the payment of unused sick, personal, and vacation days to Susan Costello in accordance with the negotiated contract with sick and personal days having a maximum of \$7,500 and vacation days being paid out at her \$198.30/diem. The sum of the total vacation days, minus any used prior to her final day totals \$1,189.80. The sum of the total 68.63 sick and 5 personal days, minus any used prior to her final day totals \$5,522.25.

**FMLA/NJFLA/LOA:**

**16. FMLA of Betsy Osterman.**

It is requested by the Superintendent that the Board of Education approve the FMLA of Betsy Osterman, Secretary at Daretown, beginning on or about July 14, 2022 until on or about August 25, 2022.

**17. FMLA/NJFLA of Tara Bacon.**

It is requested by the Superintendent that the Board of Education approve the FMLA of Tara Bacon, Paraprofessional at Salem Campus, beginning on or about August, 2022 until on or about September, 2022. Additionally, it is requested that the Board of Education approve the NJFLA beginning on or about October , 2022 until on or about December , 2022.

**Resignations:**

**18. Request and Recommendation for Board of Education Approval to Accept the Resignation of Kimberly Altiery.**

It is recommended by the Superintendent that the Board of Education accept the resignation of Kimberly Altiery, Secretary at Cumberland Campus effective July 25, 2022.

**ROLL CALL:**

Action:	Approved_____	Disapproved _____	Held for Study_____
Motion by:	_____		
Second by:	_____		
Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Ms. Bomba	_____
Mr. Halter	_____	Ms. Nicolosi	_____
Mrs. Smith	_____		

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

**PROGRAMS:**

**1. Request and Recommendation for Board of Education Approval of the NJASBO Membership for Frank Maurer**

It is requested and recommended by the Superintendent that the Board of Education approve the NJASBO membership for Frank Maurer at the cost of \$990.

**2. Request and Recommendation for Board of Education Approval of Curriculum In Action Experiences for the Salem County Vocational Technical and Special Services School Districts.**

It is recommended by the Superintendent that the Board of Education approve the curriculum in action field trips for the Salem County Vocational Technical and Special Services Schools Districts. All approvals are subject to CDC guidelines.

**3. Request and Recommendation for Board of Education Approval for 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.

**ROLL CALL:**

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

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

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

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

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

**PROFESSIONAL DEVELOPMENT:**

**1. Request and Recommendation for Board of Education Approval of Professional Development Workshops for Salem County 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. All approvals are subject to CDC guidelines.

Description of Professional Development or School	Participant(s)	Cost Per Participant	Total cost





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**P & R 9320 Cooperation with Law Enforcement Agencies (M)  
(Revised)**

**B. Special Education/Receiving Schools NJDOE Monitoring Policy and Regulation Guide Updates**

The Policy Guide and corresponding Regulation Guides listed below are mandated for Approved Private Schools for Students with Disabilities, Educational Services Commissions, Jointure Commissions, Regional Day Schools, and County Special Services School Districts.

- P 2461 Special Education/Receiving Schools (M) (Revised)**
- R 2461.06 Special Education/Receiving Schools – Appropriately Certified and Licensed Staff (M) (Revised)**
- R 2461.09 Special Education/Receiving Schools – Statewide and District-Wide Assessment Programs (M) (Revised)**
- R 2461.10 Special Education/Receiving Schools – Full Educational Opportunity (M) (Revised)**
- R 2461.12 Special Education/Receiving Schools – Length of School Day and Academic Year (M) (Revised)**
- R 2461.14 Special Education/Receiving Schools – Amending Policies, Procedures, the Services Provided, or the Location of Facilities (M) (Revised)**
- R 2461.15 Special Education/Receiving Schools – Operation of an Extended Academic Year Program (M) (Revised)**
- R 2461.19 Special Education/Receiving Schools – Behavior Modification Program (M) (Revised)**

**ROLL CALL:**

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



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

**XIII. RECESS INTO EXECUTIVE SESSION**

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

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

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

1. Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:  
\_\_\_\_\_
2. Matters in which the release of information would impair the right to receive government funds, and specifically:  
\_\_\_\_\_
3. Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically:  
\_\_\_\_\_
4. Matters concerning negotiations, and specifically:  
\_\_\_\_\_
5. Matters involving the purchase of real property and/or the investment of public funds, and specifically:  
\_\_\_\_\_
6. Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_
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



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