

**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, November 1, 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. SWEARING IN OF BOARD OF EDUCATION MEMBERS**

1. Gabrielle Smith - November 1, 2022 to June 30, 2023

(Pursuant to N.J.S.A 18A:12-2.1 and N.J.S.A. 41:1-1 and 1-3)

I, \_\_\_\_\_, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Governments established in the United States and this State, under the authority of the people. So help me God.

I, \_\_\_\_\_, do solemnly swear (or affirm) that I possess the qualifications prescribed by law for the office of member of a board of education, and that I am not disqualified as a voter pursuant to R.S. 19:4-1 nor disqualified due to conviction of a crime or offense listed in N.J.S.A. 18A:12-1, and that I will faithfully, impartially and justly perform all the duties of that office according to the best of my ability. So help me God.\*

\*No individual shall be required to swear or affirm that part of the oaths which states "So help me God."

**IV. ROLL CALL**

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

**IV. MINUTES**

It is recommended that the Board of Education approve the Minutes of the September 27, 2022 Board of Education Meeting, and the Executive Minutes of the September 27, 2022 Board of Education Meetings.

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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: \_\_\_\_\_

**B. Acceptance of Agenda Addenda Items SCSSSD**

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: \_\_\_\_\_

**VI. AUDIENCE PARTICIPATION I**

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

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

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the resolution on which you will be commenting.
4. Wait to be recognized before making your comments.
5. Limit your comments to the specific resolution.

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6. Time will be limited to 3 minutes per speaker. Another speaker may transfer their time to a speaker to increase the total time to 6 minute. However, the person transferring time loses their time to comment.
7. Comments from the public will not have a response from the Board of Education.

**VII. BOARD OF EDUCATION BUSINESS**

**A. Old Business**

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

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

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

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

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

**B. New Business-**

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

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

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

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

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

**C. Correspondence**

1. Remote Virtual Approval Letter
2. Department of Health - Daretown School

**D. Presentations**

1. Solar Presentation - Joseph Cortes
2. NJSLA score report
3. Salem Campus Student of the Month - Tyler Kashani

**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 July 2022 and August 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.

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\_\_\_\_\_ November 1, 2022  
 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 July 2022 and August 2022. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the month of September 2021.

**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 approve the transfer report for the month of September 2022.

**F. Warrants**

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

- SCVTS Payroll Period Ending September 15, 2022 in the amount of \$160,097.14
- SCVTS Payroll Period Ending September 30, 2022 in the amount of \$170,070.09
- Payments for the period month of September 2022 and October 2022 in the amount of \$1,238,520.11 (Sept) and \$285,077.39 (Oct).

Action:      Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Held for Study \_\_\_\_\_  
 Motion by: \_\_\_\_\_  
 Second by: \_\_\_\_\_

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

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

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

**1. Request and Recommendation for Board of Education Approval of a Three (3) Month Contract with EduMet.**

It is recommended by the Business Administrator that the Board of Education approve a three (3) month contract from October 1, 2022 through December 31, 2022 in the amount of \$11,750.00 with Edumet to complete the onboarding process into the new software Genesis.

**2. Request and Recommendation of the Business Administrator for Board of Education Approval of a Refund to an Adult Program Student.**

It is recommended by the Business Administrator for Board of Education approval to refund tuition in the amount of \$800 to Dennis Mooney, Jr., an Adult Welding Student. Mr. Mooney withdrew from the October welding course prior to the class start date.

**3. Request and Recommendation of the Business Administrator for Board of Education Approval of a Refund to an Adult Program Student.**

It is recommended by the Business Administrator for Board of Education approval to refund tuition in the amount of \$150 to Aleesha Johnson, an Adult CNA Student. Ms. Johnson withdrew from the October CNA course prior to the class start date.

**4. Request and Recommendation of the Business Administrator for Board of Education Approval of a Refund to an Adult Program Student.**

It is recommended by the Business Administrator for Board of Education approval to refund tuition in the amount of \$150 to A. Spruill, an Adult MA student. Ms. Spruill made a partial payment prior to being fully funded through the Center for Family Services.

**5. Request and Recommendation for Board of Education Approval of the Tuition Contract for Clearview Regional School District for the 2022-2023 School year.**

It is requested by the Business Administrator that the Board of Education approve the [tuition contract](#) for Clearview Regional School District for the 2022-2023 school year.

**6. Request and Recommendation for Board of Education Approval of the Tuition Contract for Lawrence Township School District for the 2022-2023 School year.**

It is requested by the Business Administrator that the Board of Education approve the tuition contract for Lawrence Township School District for the 2022-2023 school year.

**7. Request and Recommendation for Board of Education Approval of the Tuition Contract for Deerfield Township School District for the 2022-2023 School year.**

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It is requested by the Business Administrator that the Board of Education approve the tuition contract for Deerfield Township School District for the 2022-2023 school year.

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

It is requested by the Superintendent that the Board of Education approve the Statement of Assurance regarding the Health and Safety Evaluation of School Buildings Checklist.

**9. Request and Recommendation for Board of Education Approval to Adjust Balances for Student Lunches for September 2022 in the amount of \$340.55 and \$62.25.**

It is requested by the Business Administrator that the Board of Education approve to adjust the lunch balances for the month of September for the attached list of students in the amount of \$340.55 and \$62.25. These students are Free, Free Direct Certified or Reduced.

**10. Request and Recommendation for Board of Education Approval to Create a Student Activity Fund for the Chess Club.**

It is recommended by the Superintendent that the Board of Education approve to create a fund for the Chess Club. The intended use of this fund is to allow the club to raise funds by fundraising to aid with the purchase of new chess sets, chess clocks, and other equipment. The funds may also be used to cover costs of running chess tournaments as well as the purchases of trophies and prizes (gift cards) for the winner(s). Funds may also be raised to help with the costs of attending a Chess Club field trip later in the school year. Funds will be raised using several methods including through club dues, Country Meats Jerky sales, tournament entry fees and other fundraisers set up throughout the year.

**11. Request and Recommendation for Board of Education Approval to Create a Student Activity Fund for the Friends of Rachel's Club.**

It is recommended by the Superintendent that the Board of Education approve to create a fund for the Friends of Rachel's Club. The intended use of this fund is to allow the club to raise funds by fundraising to sustain the Rachel's Challenge campaign's goals on a long-term basis. Rachel's Challenge mission statement is to "motivate, educate and bring positive change to many young people through random acts of kindness." The club helps students break down negative barriers amongst each other to start a chain reaction of good deeds. Funds will be raised using several methods and other fundraisers set up throughout the year to support club activities.

**12. Request and Recommendation by the School Business Administrator for the Board of Education to Approve Leasing Copiers for the Career and Technical High School Main Office and Guidance Department from KDI Office Technology.**

It is recommended by the School Administrator for the Board of Education to

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approve leasing copiers for the Career and Technical High School Main Office and Guidance Office for 60 months for a total of \$317.09 per month from KDI Office Technology. KDI is an approved State Contract vendor. The proposal is attached.

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

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

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

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

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

It is requested by the Business Administrator that the Board of Education approve the Tri County Conference budget and ticket prices for 2023-24. Ticket Prices for the 2022-2023 school year are waived.

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

It is requested by the Business Administrator that the Board of Education approve the Respiratory Protection Program.

**17. Request and Recommendation by the Business Administrator for the Board of Education Approval of the Bid Results**

It is requested by the Business Administrator that the Board of Education approve the bid results from 10/12/22.

Item	Bidder	Amount
Sthil Chain Saw not running	Jamie Munyan	\$25

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

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

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

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

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

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

**PERSONNEL:**

**New Hire:**

- 1. Request and Recommendation for Board of Education Approval for the Employment of Megan Lyons.**  
It is requested by the Superintendent that the Board of Education approve the employment of Megan Lyons as Substitute Part Time TLC Staff at the salary of \$15/hour effective November 16, 2022.
  
- 2. Request and Recommendation for Board of Education Approval for the Employment of Grace Cutillo.**  
It is requested by the Superintendent that the Board of Education approve the employment of Grace Cutillo as Substitute Part Time TLC Staff at the salary of \$15/hour effective October 24, 2022.
  
- 3. Request and Recommendation for Board of Education Approval for the Employment of David Seay.**  
It is requested by the Superintendent that the Board of Education approve the employment of David Seay as Maintenance Mechanic at the salary of \$53,000, prorated, effective November 16, 2022.
  
- 4. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of the following stipend position for the 2022-2023 school year.**  
It is requested by the Superintendent that the Board of Education approve the employment of the following stipend position at the negotiated rates listed for the 2022-2023 school year.

First name	Last name	Position
Lindsey	Doran	U Got Brains (Level 2)
Matthew	Dickens	Boys Basketball Assistant Coach
Shanna	Scott	Girls Basketball Assistant Coach

- 5. Request and Recommendation for Board of Education Approval of the 21st Century Community Learning Center (21st CCLC) funding for the following staff for the 2022-2023 school year.**  
It is recommended by the Superintendent that the Board of Education approve staff to be funded through the 21st CCLC grant. The staff and their salary percentages are listed below.



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<b>Staff</b>	<b>Funding Source</b>	<b>Hourly Salary</b>
Juliana Foote	21st CCLC Grant	\$38.00 per hour Instructor
Amira Dunn	21st CCLC Grant	\$18.00 per hour Instructional Aide

**FMLA/NJFLA/LOA:**

**6. FMLA of Kevin Shipman**

It is requested by the Superintendent that the Board of Education approve the FMLA of Kevin Shipman Groundswoker for the Districts, beginning on or about November 3, 2022 until on or about November 28, 2022.

**Resignations:**

**7. Request and Recommendation for Board of Education Approval of Resignation of Carmen Porter.**

It is recommended by the Superintendent that the Board of Education approve the resignation of Carmen Porter as a Career Orientation Teacher for CTHS, effective December 2, 2022.

**8. Request and Recommendation for Board of Education Approval of Resignation of Kevin Shipman.**

It is recommended by the Superintendent that the Board of Education approve the resignation of Kevin Shipman as a Maintenance Mechanic for District, effective December 15, 2022.

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: \_\_\_\_\_

**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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(Christiana Care) for review and approval. Cost for the agreement is \$3,200. An additional \$5,500 should sports physicals be needed.

**2. Request and Recommendation for Board of Education Approval of a Consortium Partnership with the Northeast Carpenters Apprenticeship Fund for the Salem County Vocational Technical Schools.**

It is recommended by the Superintendent that the Board of Education approve a Consortium Partnership with the Northeast Carpenters Apprenticeship Fund for the Salem County Vocational Technical Schools Construction Program. The partnership will provide construction students an opportunity to participate in YTTW sponsored activities in the construction trades. There is no cost for this partnership.

**3. Request and Recommendation for Board of Education Approval of TASC (GED) Testing Dates.**

It is recommended by the Superintendent that the Board of Education approve TASC (GED) testing dates for September 2022 through May 2023. Annually, the Bureau of Adult Education and Family Literacy requests the Salem County Vocational Technical School's Board of Education to serve as the approved test center for Salem County. All Testing is scheduled to take place at Salem Community College in Till Hall, Room 106. A list of those dates follow:

<b>2022-2023</b>	<b>Test Dates</b>
September	15th, 20th, 22nd, 26th, 27th
October	3rd, 4th, 6th, 20th, 24th, 25th
November	1st, 3rd, 7th, 8th, 28th, 29th
December	1st, 2nd, 5th, 6th, 8th
January	3rd, 5th, 10th, 12th, 17th, 26th
February	2nd, 6th, 7th, 21st, 23rd
March	2nd, 4rd, 21st, 23rd, 27th
April	3rd, 4th, 13th, 14th
May	1st, 2nd, 22nd, 23rd
June	1st, 2nd, 5th, 6th, 12th

**4. Request and Recommendation for Board of Education Approval to accept 2021-2022 Carryover Funds from the NJDOE for the Elementary and Secondary Education Act (ESEA) Title IA and Title IIA Grants for use During the 2022-2023 School Year.**

It is recommended by the Superintendent that the Board of Education grant approval to accept 2022-2023 carryover funds from the NJDOE for the ESEA Title IA and Title IIA Grant. The funds will be used during the 2022-2023 school year to improve program offerings.

Title IA - \$80,055 up to allowable percentage

Title IIA - \$7,500

Title IV - \$1,115

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**5. Request and Recommendation for Board of Education Approval of a Software License Agreement with Advanced Assessment Systems, Inc. for the 2022-2023 School Year.**

It is recommended by the Superintendent that the Board of Education approve a LinkIt! Software License Agreement to capture and analyze student data for the 2022-2023 School Year. The total cost of the software is \$16,402 and is being funded through the ESEA Title IV and CRRSA ESSER II grant funds.

**6. 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 twenty-five (25) FFA members and three (3) 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**

Travel (Airfare/Ground Transportation):	\$10,166.00 – paid by FFA thru fundraising
Registration fees:	\$2,030.00 – paid by FFA thru fundraising
Hotel Lodging:	\$3,955.77 – to be paid by district

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

Airfare/Train	\$391.00 (One chaperone - one received a scholarship)
Registration Fees:	\$140.00 (two chaperones)
Hotel	\$565.00 (total for 3 nights)
Meals	\$231.50* each (two chaperones)
Substitute Coverage \$125.00 per person per day (\$1000)	
Chaperone Fee:	\$ 75.00 per night, per chaperone (Acct# 11-140-100-53-002) (\$450)

\*Chaperone meal reimbursement at approved GSA guidelines\*

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

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

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**8. 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.

**9. Request and Recommendation for Board of Education Approval of fundraising activities for the Career and Technical High School for the 2022-2023 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.

	<b>ORGANIZATION</b>	<b>ACTIVITY</b>	<b>DATE OR WEEK OF THE ACTIVITY</b>
A.	Garden Club	Smoothies & Healthy Treats Cost: \$1.00 - \$3.00	October 19, 2022 – June 14, 2023 Every Tuesday
B.	Friends of Rachel Club	Various Halloween Themed Candy Grams Cost: \$1.00 each  *The funds will be used to buy t-shirts for the club members*	October 24, 2022 – October 27, 2022  The goody bags will be delivered during 1 <sup>st</sup> block on 10/28/22
C.	Class of 2026	Camo Charger Holiday Sale Charger apparel gear printed/embroidered on different types of camouflage patterns Apparel ranging in prices from \$15.00 - \$40.00	November 1, 2022 – November 30, 2022
D.	FEA	Bake Sale Cart Cost: \$.50 - \$1.00	November 9, 2022
E.	FFA Line Dancing Event	Cost: \$10.00 Snacks: \$1.00 - \$2.00	November 18, 2022 4:00pm – 8:30pm
E.	FEA	Candy Cane Grams Cost: \$1.00 Each	December 1, 2022 – December 23, 2022

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F.	District	Car show, craft fair, walk for special needs, food trucks	May 20, 2023
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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: \_\_\_\_\_

**POLICY**

**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:

**P 2415.04 Title I - District Wide Parent and Family Engagement (M) (Revised)**

**P 2415.50 Title I - School Parent and Family Engagement (New)**

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: \_\_\_\_\_

**B. Old Business:**

1.

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

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

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

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



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

**E. Transfer of Funds**

It is recommended that the Board approve the transfer report for the month of September 2022.

**F. Warrants**

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

- SCSSSD Payroll Period Ending September 15, 2022 in the amount of \$262,389.04
- SCSSSD Payroll Period Ending September 30, 2022 in the amount of \$243,644.14
- Payments for the time period of September 2022 and October 2022 in the amount of \$1,477,213.95 (Sept) and \$305,276.51 (Oct).
- 

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 for Board of Education Approve the Holly City Family Center**

It is requested by the Business Administrator that the Board of Education approve the Holly Family City Center contract for weekly swimming for Salem County Special Services Cumberland Campus at the cost of \$1,040 for 16 dates at one hour each.

**2. Request and Recommendation by the Business Administrator that the Board of Education Approve GCSSD Transportation Contracts.**

It is recommended by the school administrator that the Board of Education approve the attached GCSSD Transportation contracts part 1 and 2.

**3. Request and Recommendation by the Business Administrator 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.



**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – NOVEMBER 1, 2022**

6A:27-11.2 school bus emergency evacuation drills must be performed twice within a school year.

- 4. Request and Recommendation by the Business Administrator to Approve Garrison Architects to Create a Long Range Facility Plan**  
It is recommended by the Business Administrator to approve Garrison Architects to create a Long Range Facility Plan for SCSSSD.
- 5. Request and Recommendation by the Business Administrator for the Board of Education Approval of the Comprehensive Maintenance Plan and M-1 Report for 2021-2024.**  
It is requested by the Business Administrator that the Board of Education approve the Comprehensive Maintenance Plan and M-1 Report for Salem County Special Services School District.
- 6. Request and Recommendation for Board of Education Approval of the Statement of Assurance Regarding the Health and Safety Evaluation of School Buildings Checklist for Salem County Special Services.**  
It is requested by the Superintendent that the Board of Education approve the Statement of Assurance regarding the Health and Safety Evaluation of School Buildings Checklist.
- 7. Request and Recommendation by the Business Administrator for the Board of Education Approval ACV Enviro work at the Cumberland Campus**  
It is requested by the Business Administrator that the Board of Education approve ACV Enviro to dispose of fluorescent tubes and chemicals that have been stored at the Cumberland Campus over the years. Cost of the disposal is \$8,495.41.
- 8. Request and Recommendation by the Business Administrator for the Board of Education Approval of the Respiratory Protection Program**  
It is requested by the Business Administrator that the Board of Education approve the Respiratory Protection Program.
- 9. Request and Recommendation by the Business Administrator for Board of Education Approval of the Reimbursement of \$70 to a Student for Lunches**  
It is requested by the Business Administrator that the Board of Education approve the reimbursement of \$70 for meals paid when the student was free. Student number 801379.
- 10. Request and Recommendation by the Business Administrator for Board of Education Approval of the Biosecurity Plans for SCVTS and SCSSSD.**  
It is requested by the Business Administrator that the Board of Education approve the Biosecurity Plans for Food Service. Mr. Carter has updated the Food Service Biosecurity plans to be adopted for this year for the Cumberland Campus, Daretown Campus, and Salem Campus.

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
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Motion by: \_\_\_\_\_  
 Second by: \_\_\_\_\_  
 Mr. Davis \_\_\_\_\_ Mr. Ransome \_\_\_\_\_  
 Mr. Donelson \_\_\_\_\_ Mrs. Bomba \_\_\_\_\_  
 Mr. Halter \_\_\_\_\_ Ms. Nicolosi \_\_\_\_\_  
 Mrs. Smith \_\_\_\_\_

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

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

**A. New Business:**

**PERSONNEL:**

- 1. Request and Recommendation for Board of Education Approval of Shawn Rebman as the Acting Principal of Daretown School effective September 15, 2022.**

It is requested by the Superintendent that the Board of Education approve Shawn Rebman as Acting Principal of the Daretown School effective September 15, 2022. Mr. Rebman will remain in this position until a new Principal of Daretown starts with the district.

**New Hire:**

- 2. Request and Recommendation of the Superintendent for Board of Education Approval of Rebecca Cruz-Guy as the Principal of Daretown.**  
 It is requested by the Superintendent that the Board of Education approve the employment of Rebecca Cruz-Guy as the Principal of Daretown beginning on or about January 1, 2023, at a salary of \$115,000, prorated. 20 banked sick days will be carried over as well.
- 3. Request and Recommendation for Board of Education Approval for the Employment of Danielle Torres.**  
 It is requested by the Superintendent that the Board of Education approve the employment of Danielle Torres as Speech Therapist for Related Services at a salary of MA+30 Step 1 \$62,257, prorated effective November 1, 2022.
- 4. Request and Recommendation for Board of Education Approval for the Employment of Lauren Barnak.**  
 It is requested by the Superintendent that the Board of Education approve the employment of Lauren Barnak as a 1-1 Paraprofessional for Cumberland Campus at the salary of Step 5 - \$20,030, prorated effective November 16, 2022.
- 5. Request and Recommendation for Board of Education Approval for the Employment of Carrie Bermudez.**  
 It is requested by the Superintendent that the Board of Education approve the employment of Carrie Bermudez as ELA Teacher for Daretown at a salary of BA Step 9 \$63,827, prorated effective January 1, 2023. Mrs. Bermudez’s start date may change upon request of early release from her current contract.

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**FMLA/NJFLA:**

None

**Transfer:**

None

**Resignation:**

**6. Request and Recommendation of the Superintendent for Board of Education Approval of April Shimp.**

It is requested by the Superintendent that the Board of Education approve the resignation of April Shimp, 1-1 Paraprofessional at Cumberland Campus effective October 14, 2022.

**7. Request and Recommendation of the Superintendent for Board of Education Approval of Alexzia Cuff.**

It is requested by the Superintendent that the Board of Education approve the resignation of Alexzia Cuff 1-1 Paraprofessional at Cumberland Campus effective October 31, 2022.

**8. Request and Recommendation of the Superintendent for Board of Education Approval of Lindsay Melon.**

It is requested by the Superintendent that the Board of Education approve the resignation of Lindsay Melon effective November 15, 2022.

**9. Request and Recommendation for Board of Education Approval of Resignation of Kevin Shipman.**

It is recommended by the Superintendent that the Board of Education approve the resignation of Kevin Shipman as a Grounds Keeper for District, effective December 15, 2022.

**PROGRAMS:**

**1. Request and Recommendation of the Superintendent for Board of Education Approval of the 2022-2023 Nursing Services Plan For the Special Services School District.**

It is requested and recommended that the Board of Education approved the 2022-2023 Nursing Services Plan. The plan was reviewed and revised by the building nurses (Jane Smith, Ronald LaFalce, Karen Ingemi, and Kimberly Connel-Miller). Once reviewed the document was sent to the district physician (Christiana Care) for review and approval. Cost for the agreement is \$3,200. An additional \$5,500 should sports physicals be needed.

**2. Request and Recommendation of the Superintendent for Board of Education Approval of an Affiliation Agreement with Stockton University**

It is requested and recommended that the Board of Education approved the Affiliation Agreement with Stockton University.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
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**3. Request and Recommendation of the Superintendent for Board of Education Approval of an Affiliation Agreement Student with Stockton University**

It is requested and recommended that the Board of Education approved Ms. Julia Pisker, Stockton U. Master of Science Occupational Therapy Program, will be completing a Level II Fieldwork Experience Placement at SCSSSD Cumberland Campus from January 16, 2023 - April 2023 (12 weeks) under the direction of Carolyn Holladay (Lead OT/PT) using the Affiliation Agreement with Stockton University.field trips

**4. Request and Recommendation for Board of Education Approval of Fund Raiser**

Car Show	Car show, craft fair, walk for special needs, food trucks	May 20, 2023
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**5. Request and Recommendation for Board of Education Approval of the Use of the Facilities for the Salem County Special Services.**

It is recommended by the Superintendent that the Board of Education approve the use of the facilities for the attached events at Salem County Special Services.

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

It is recommended by the Superintendent that the Board of Education approve the curriculum in action field trips for the Salem County Special Services.

**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.

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

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

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

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

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



**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
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Mr. Davis	_____	Mr. Ransome	_____
Mr. Donelson	_____	Mrs. Bomba	_____
Mr. Halter	_____	Ms. Nicolosi	_____
		Mrs. Smith	_____

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

**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.

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: \_\_\_\_\_

**3. Principal's/Administrator's Reports**

Cumberland  
Salem Campus

**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.

Members of the public are encouraged to speak during this public portion of the meeting to comment on any general comments on non-agenda items. When addressing the Board of Education, please respect the following procedure:

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

**XIII. RECESS INTO EXECUTIVE SESSION**

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
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WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances

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

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

1. Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:  
\_\_\_\_\_
2. Matters in which the release of information would impair the right to receive government funds, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_
3. Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_
4. Matters concerning negotiations, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_
5. Matters involving the purchase of real property and/or the investment of public funds, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_
6. Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_
7. Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_
8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:  
Special Services Employee  
\_\_\_\_\_
9. Matters involving quasi-judicial deliberations, and specifically:  
\_\_\_\_\_  
\_\_\_\_\_

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT  
AGENDA – NOVEMBER 1, 2022**

**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.

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: \_\_\_\_\_

**XIV. RESUMPTION OF PUBLIC PORTION OF THE 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: \_\_\_\_\_

**XV. ADJOURNMENT**

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: \_\_\_\_\_