

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

Regular Board of Education Meeting Minutes

August 23, 2022 at 7:00 p.m.

The Regular meeting of the Special Services School District and Vocational Technical School District of the County of Salem Board of Education was held at the Salem County Vocational Technical School, Board Conference Room, Woodstown, NJ, County of Salem, on Tuesday, August 23 2022 at 7:02 p.m.

The Board President led the group in the Pledge of Allegiance to the Flag.

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.

The Board President called the meeting to order at 7:02 p.m. at which time the following statement was read:

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.”

Called to Order

III. ROLL CALL

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

Roll Call

Others Present: Mr. John Swain, Superintendent, Mr. Frank Maurer, Assistant Superintendent /B.A./Board Secretary, Mrs. Marjorie Wentzell, CST & RS Director, Mr. Jason Helder, Principal, Mr. James Helder, Principal, Mrs. Maria Alleva, Principal

IV. MINUTES

V. It is recommended that the Board of Education approve the [Minutes](#) from the July 26, 2022 Meeting of the Board of Education.

Minutes

Action: Approved X Disapproved _____ Held for Study _____

Motion by: Davis

Second by: Bomba

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

In Favor: 4 Abstain: 0 Opposed: 0

VI. ADDENDA

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

Addenda

VII. AUDIENCE PARTICIPATION I - none

Audience Participation I

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
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VIII. BOARD OF EDUCATION BUSINESS

Board of Education
Business

A. New Business-

New Business

1. Review and Accept the [Board Goals](#) for the 2022-2023 School Year for SCVTS and SCSSSD

Discussion:

Ransome- How are the structures hardened

Swain- SCVTS main structure, most doors replaced, hardest is passing of classes, electronic gates in the back.

Davis- Supposed to recent state funding for security.

ROLL CALL:

Action: Approved X Disapproved _____ Held for Study _____

Motion by: Ransome _____

Second by: Davis _____

Mr. Davis Y Mr. Ransome Y

Mr. Donelson Y Ms. Bomba Y

Mr. Halter _____ Ms. Nicolosi _____

Mrs. Smith _____

In Favor: 4 Abstain: 0 Opposed: _____

Roll Call

2. Approve the first reading of the following job descriptions:

a. [Chief Academic Officer](#)

b. [Director Curriculum, Instruction, and Grants Programs](#)

Discussion:

Davis- Does this position serve both districts? Who do they report to? What is a Director of Curriculum and Chief Academic Officer? Are they the same? If they duplicate why do we have two positions? Is the County office ok with this as we are supposed to be reducing upper level positions?

Swain- Yes it serves both districts. Reports to Jen, Frank and I. Reports to Jen. The position involves anything with student achievement. The positions are duplicates to reduce from three to two staff.

Ransome- Will there be a salary adjustment?

Swain- No

New Business

ROLL CALL:

Action: Approved X Disapproved _____ Held for Study _____

Motion by: Ransome _____

Second by: Bomba _____

Mr. Davis Y Mr. Ransome Y

Mr. Donelson y Ms. Bomba Y

Mr. Halter _____ Ms. Nicolosi _____

Mrs. Smith _____

In Favor: 4 Abstain: 0 Opposed: _____

Roll Call

Old Business

B. Old Business

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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1. Acceptance of the [SCVTS/SCSSD District Goals](#) for the 2022-2023 School Year.

C. Correspondence

D. Presentations

1. SCSSSD Website update

ROLL CALL

Roll Call

Action: Approved X Disapproved Held for Study
 Motion by: Ransome
 Second by: Bomba
 Mr. Davis Y Mr. Ransome Y
 Mr. Donelson Y Ms. Bomba Y
 Mr. Halter Ms. Nicolosi
 Mrs. Smith
 In Favor: 4 Abstain: 0 Opposed:

Board Secretary/
Business
Administrator's
Report – SCVTS

**IX. BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORT-
VOCATIONAL TECHNICAL SCHOOL DISTRICT**

A. Revised Board Secretary Report

Revised Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of [June](#) 2022 (revised). 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.

Board Secretary
Report

Business Administrator/Board Secretary

August 23, 2022

Date

B. Revised Reconciliation of Cash for School Funds Report

Revised Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the month of [June](#) 2022 (revised). The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the month of June.

Reconciliation of
Cash

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.

Board Secretary
Certification

D. Board of Education Certification

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

BOE Certification

E. Transfer of Funds

Transfers

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There are no transfers to report.

F. Warrants

Warrants

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

- 07/15/22 Payroll totaling [\\$90,614.57](#)
- 07/30/22 Payroll totaling [\\$110,854.61](#)
- Bill list July 1, 2022 through July 31, 2022 in the amount of [\\$87,118.48](#)

ROLL CALL:

Action: Approved X Disapproved Held for Study
 Motion by: Davis
 Second by: Bomba

| | | | |
|--------------|-----------------|--------------|-----------------|
| Mr. Davis | Y <u> </u> | Mr. Ransome | Y <u> </u> |
| Mr. Donelson | Y <u> </u> | Ms. Bomba | Y <u> </u> |
| Mr. Halter | <u> </u> | Ms. Nicolosi | <u> </u> |
| Mrs. Smith | <u> </u> | | |

In Favor 4 Abstain: 0 Opposed: 0

Roll Call

G. Board Secretary/Business Administrator New Business:

New Business

1. Request and Recommendation for Board of Education Approval to Continue with the One Year Subscription for OnCourse Lesson Planner for the 2022-2023 School Year.

**OnCourse
Subscription**

It is recommended by the Superintendent that the Board of Education approve the continuation of the one year subscription for [Oncourse Lesson Planner](#) for the 2022-2023 school year in the amount of \$1,856.06. OnCourse is the online lesson plan subscription used by the Career and Technical High School teaching staff.

2. Request and Recommendation for Board of Education Approval of Counseling Services for the Salem County Vocational Technical Schools for the 2022-2023 School Year.

Counseling Services

It is recommended by the Superintendent that the Board of Education approve the Counseling Services with Dr. Ayrin Hnosko, PhD., LCSW for the Salem County Vocational Technical Schools, Career and Technical High School Campus for the first semester of the 2022-2023 school year or 22 weeks. Services stem from approved RFP for the 2021-2022 school year and are requested to be continued. Dr. Hnosko will provide group and individual therapy sessions for students/staff during the school year for a total of \$62,200. The cost of the counseling will be paid from the CRSSA and ARP-ESSER funds .A breakdown of cost is as follows:

| Item | Units | Cost Per Unit | Total |
|------|-------|---------------|-------|
| | | | |

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| | | | |
|---|-------------------|-------|--------------|
| Individual Sessions (Students and staff) | 12 units per week | \$200 | \$52,800 |
| Collaboration Meetings | 4 units per week | \$50 | \$4400 |
| Emergency Psychiatric Evaluation/Clearances | Each (as needed) | \$250 | Up to \$5000 |

3. Request and Recommendation for Board of Education Approval of a Service Agreement with Stericycle for Biohazard Regulated Medical Waste Disposal.

Stericycle

It is recommended by the Business Administrator that the Board of Education approve the [Service Agreement](#) with Stericycle for Biohazard Regulated Medical Waste Disposal at the Salem County Career and Technical High School as required by the New Jersey Department of Environmental Protection at the rate of \$45.27 per month (\$543.24 yearly).

4. Request and Recommendation for Board of Education Approval to Allow The Learning Center to Use FormSite to Process Credit Card Payments and Charge an Administrative Fee for this Service.

Formsite Credit Card Payment

It is recommended by the Business Administrator that the Board of Education approve the use of FormSite to process online credit card payments for the The Learning Center (TLC) program operated by the Salem County Vocational Technical School District. Administrative fees are charged by Formsite for the processing of payments. Fees typically range between 3%-5% of each transaction. It is recommended that the Board of Education approve to charge the parents paying for services they received from TLC an administrative fee of \$5.00 per transaction.

5. Request and Recommendation for Board of Education Approval of Four M Vending Service for Vending Equipment.

Four M Vending

It is recommended that the Board of Education approve the attached [proposal](#) from Four M Vending Service to provide vended items at the Vocational Technical School, including location, commission, and program information.

6. Request and Recommendation of the Board of Education Approval to Award a Contract for Linen Services for the Culinary Arts and Food Services Department for the 2022-23 School Year.

Linen Service Contract

It is recommended that the Board of Education grant approval to award a [contract for Linen Services](#) for the Culinary Arts and Food Services Department for the 2022-23 School Year. Quotations were sent to six vendors; one vendor replied, Churchill Linen Services, Inc. (dba/Wildwood Linen Supply, Wildwood, NJ). The prices must remain in effect through June 30, 2023. The following shows the products highlighted in bold print based on quantities offered.

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| DESCRIPTION | WILDWOOD LINENS (Stokes Laundry) | MONTHLY USAGE |
|--|-------------------------------------|---------------|
| | PRICE EACH | |
| Kitchen Towels 100% Cotton 14" x 24" | .1836 | 1000 |
| Barber Towels Terry Cloth 15" x 24" | .2244 | 3200 |
| Bib Aprons (55% Cotton/45% Polyester Straight Cut) White 32" x 38" | .4998 | 1000 |
| Table Covers White 52" x 52" Special Occasion | .6732 | N/A |
| Table Covers White (Inventory 10) 72" x 72" | .8976 | 10 |
| Table Covers White (Inventory 25) 54" x 120" | 2.3562 | 15 |
| Table Covers Burgundy 72" x 72" Special Occasion | .8466 | N/A |
| Table Covers Navy Blue 72" x 72" Special Occasion | .8466 | N/A |
| Napkin Burgundy 20" x 20" Special Occasion | .153 | N/A |
| Napkin White 20" x 20" Special Occasion | .1326 | N/A |
| Napkin Burgundy (Inventory 175) 20" x 20" | .153 | 100 |
| Table Covers White (Inventory 20) 61" x 61" | .7038 | N/A |

7. Request and Recommendation for the Board of Education to Approve Record Management Services to Provide Annual Maintenance of Records Storage in the Amount of \$1,500 for both districts.

Records Storage
maintenance

It is requested and recommended that the Board of Education approve Record Management Services, of Vineland, NJ, to provide annual maintenance and archiving of [record storage](#) in the amount of \$1,500 for both districts. They will organize the boxes in storage, label them, do an inventory database of boxes stored, do destructions once a year, and present a final report and access database containing updated inventory.

8. Request and Recommendation for Board of Education Approval to Approve the contract with Deglerwhiting for Bleachers.

Deglerwhiting
Contract

It is recommended by the Business Administrator to approve the [contract](#) with Deglerwhiting for Maintenance and Safety Inspection of the Bleachers and Backstops in the gym at a cost of \$3,040 for the 2022-2023 School Year.

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Disposal Items

9. 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 items and technology disposal of items that are no longer operational and of no use or value to the district programs.

| Item | ID Number | Value |
|---|----------------|-------|
| Thermal Transfer Press Model MCL, Serial 17786, 1750 watts, 120 volts | 2334, 05287 | \$0 |
| Thermal Transfer Press Model MPC, Serial 14526 | 3305, 05386 | \$0 |
| Sharp Overhead Projector Serial 040414127, Model AN-XGCM55 | 06360 | \$0 |
| GBC Image Maker 2000 Serial AD02048 Model IM2000 | 08429 | \$0 |
| GBC CombBind C75 Serial UJ15009H Model C-75 (New in Box) | | \$0 |
| Clark Floor Maintainer Model 1500 | 2515 | \$0 |
| Scaffolding 6' (4 pieces) 5' (4 pieces) 4.5' (12 pieces) Cross Members (20 pieces) 4' Cross members (4 pieces) Round cross member (8 pieces) Aluminum Scaffolding poles (5 pieces) 4' half length single cross members (9 pieces) | | \$0 |
| 2 Lighted drafting tables | | \$0 |
| Wellsaw Metal Bandsaw 230V Model 1016 | 07636 | \$0 |

10. Request and Recommendation for Board of Education Approval of the Donation of 2 Sheriff Officer Vehicles

Donation of Vehicles

It is recommended by the Business Administrator that the Board of Education approve the donation of two Sheriff Officer vehicles from the County of Salem. 2006 Dodge Durango (vin 1D4HB38N16F156006) and 2008 Ford Expedition (vin 1FMFU16578LA59785).

11. Request and Recommendation for Board of Education Approval of a Proposal from Papa Luigi's Pizzeria to Provide up to Forty (40) Pizzas for the Students of the

Pizza Quote

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Salem County Vocational Technical School District and Salem Campus on Alternate Fridays for the 2022-2023 School Year in the Amount of \$11.20 Per Pizza

It is recommended that the Board of Education grant approval of a [proposal](#) from Papa Luigi's Pizzeria to provide up to forty (40) pizzas for the students of the Salem County Vocational Technical School District, Salem Campus, and Daretown, on alternate Fridays for the 2022-2023 school year in the amount of \$11.20 per pizza.

ROLL CALL:

| | | | | |
|---------|---------------------------|---------------------|----------------------|------------------|
| Action: | Approved <u> X </u> | Disapproved _____ | Held for Study _____ | Roll Call |
| | Motion by: <u> Bomba </u> | _____ | | |
| | Second by: <u> Davis </u> | _____ | | |
| | Mr. Davis | Y _____ | Mr. Ransome | _____ |
| | Mr. Donelson | Y _____ | Ms. Bomba | Y _____ |
| | Mr. Halter | Y _____ | Ms. Nicolosi | _____ |
| | Mrs. Smith | _____ | | _____ |
| | In Favor: <u> 3 </u> | Abstain: <u> 1 </u> | Opposed: <u> 0 </u> | |

IX. SUPERINTENDENT'S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT

A. New Business:
PERSONNEL:
New Hire:

1. Request and Recommendation for Board of Education Approval of the Continuation of the COVID-19 Stipend for Selected Staff.

It is recommended by the Superintendent that the Board of Education continue the temporary COVID stipend approved on October 26, 2021 for the 2022-2023 School Year as reporting is still required.. (Excerpt from the October 26, 2021 approval. It is requested and recommended by the Superintendent for the Board of Education to approve a temporary COVID-19 stipend for [individuals identified](#) that work over and above regular hours to deal with COVID related issues and reporting.)

2. Request and Recommendation for Board of Education Approval of the BRIDGE Program Staff to Provide Services to the PET Program Students for the period of August 1, 2022 through December 31, 2022.

It is recommended by the Superintendent that the Board of Education approve the already approved BRIDGE staff members/coordinator, the additional coordinator/s as attached, and previously approved salary rates for the period of August 1, 2022 through December 31, 2022, to provide instructional and enrichment programs to the PET program students. The PET shared service agreement was approved July 26, 2022. These services are designed to enhance opportunities for our BRIDGE Program students and add additional targeted student enrollment. [Previous staff approval from January 2022 and new staff are included.](#)

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New Hire:

3. 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.

21st Century Staff

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 rates are listed below.

| Staff | Funding Source | Salary |
|-----------------|-----------------|-------------------------------------|
| Tara Allen | 21st CCLC Grant | \$43.00 sub site coordinator hourly |
| Jennifer Denby | 21st CCLC Grant | \$38.00 instructor hourly |
| Christie Nelson | 21st CCLC Grant | \$38.00 instructor hourly |

4. Request and Recommendation for Board of Education Approval for the Employment of BRIDGE Program Staff.

BRIDGE Staff

It is requested by the Superintendent that the Board of Education approve the employment of BRIDGE Program Staff.

| Name | Position | Pay Rate |
|-------------|--------------------|-----------|
| Joel Norton | Welding Instructor | \$42/hour |

5. Request and Recommendation for Board of Education Approval of the Request for Girls Volleyball Assistant Coach Stipend for Bryan Riley.

Girl's Volleyball Coach

It is recommended by the Superintendent that the Board of Education approve the request for Girls Volleyball Assistant Coach stipend position for Bryan Riley effective September 1, 2022.

6. Request and Recommendation for Board of Education Approval of the Employment of Brett Bush as Building Based Substitute Teacher.

Building Based Substitute

It is recommended by the Superintendent that the Board of Education approve Brett Bush Building Based Substitute Teacher at the CTHS at a rate of \$125/Day effective September 1, 2022.

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7. Request and Recommendation for Board of Education Approval of the Employment of Erin Johnson as Part Time Building Based Substitute Teacher.

**Building Based
Substitute**

It is recommended by the Superintendent that the Board of Education approve Erin Johnson Part Time Building Based Substitute Teacher at the CTHS at a rate of \$125/Day effective September 1, 2022. Ms. Erin Johnson will not begin without proper certification.

8. Request and Recommendation for Board of Education Approval of the Employment of Lauren Aitken as the CTHS Child Care and Early Childhood Education Instructor.

**Child Care
Instructor**

It is recommended by the Superintendent that the Board of Education approve Lauren Aitken as the CTHS Child Care and Early Childhood Education Instructor effective September 1, 2022 at the rate of \$60,049 (MA Step 6). Mrs. Aitken is currently anticipated to receive her Teacher of Human Development and Child Care Services (4141) certification from the NJDOE, which the District will expedite in collaboration with the County Office. Mrs. Aitken will not begin without proper certification.

9. Request and Recommendation for Board of Education Approval of the Employment of Eric Krise as the CTHS Electrical Technology Instructor.

Electrical Instructor

It is recommended by the Superintendent that the Board of Education approve Eric Krise as the CTHS Electrical Technology Instructor effective September 1, 2022 at the rate of \$64,955 (BA Step 12-13). Mr. Krise is currently anticipated to receive his Teacher of Electrical Trades (2523) certification from the NJDOE, which the District will expedite in collaboration with the County Office. Mr. Krise will not begin without proper certification.

10. Request and Recommendation for Board of Education Approval of the Employment of Frank Fisher as the CTHS HVAC Instructor.

HVAC Instructor

It is recommended by the Superintendent that the Board of Education approve Frank Fisher as the CTHS HVAC Instructor effective September 1, 2022 at the rate of \$61,349 (BA Step 9). Mr. Fisher is currently anticipated to receive his Teacher of HVACR (2517) certification from the NJDOE, which the District will expedite in collaboration with the County Office. Mr. Fisher will not begin without proper certification.

11. Request and Recommendation for Board of Education Approval of the Employment of Mitchell Layton as the CTHS Construction Technology Instructor.

**Construction
Instructor**

It is recommended by the Superintendent that the Board of Education approve Mitchell Layton as the CTHS Construction Technology Instructor effective September 1, 2022 at the rate of \$61,349 (BA Step 9). Mr. Layton is currently anticipated to receive his Teacher of Construction Technology (4188) or Carpentry (2522) certification from the NJDOE, which the District will expedite in

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

Resignations:

12. Request and Recommendation for Board of Education Approval to Accept the Resignation of Nicholas Keefe.

Keefe Resignation

It is recommended by the Superintendent that the Board of Education accept the resignation of Nicholas Keefe, Teacher of Welding at the Career and Technical High School effective June 30, 2022.

13. Request and Recommendation for Board of Education Approval to Accept the Resignation of Scott Marakovits, Ed.D.

Marakovits Resignation

It is recommended by the Superintendent that the Board of Education accept with regret the resignation of Scott Marakovits, Ed.D., Supervisor of Community Learning Centers effective October 21, 2022. Dr. Marakovits may be released early upon the superintendent's approval.

14. Request and Recommendation for Board of Education Approval of the Payment to Gwen Herman for Unused Vacation Days upon Resignation on August 12, 2022.

Vacation Payout Gwen Herman

It is recommended by the Superintendent that the Board of Education approve the payment of unused vacation days to Gwen Herman in accordance with the negotiated contract with 3.33 vacation days being paid out at \$376.91/day at a maximum of \$1,255.10.

ROLL CALL:

Roll Call Vote

Action: Approved X Disapproved _____ Held for Study _____
Motion by: Davis _____
Second by: Ransome _____
Mr. Davis Y _____ Mr. Ransome Y _____
Mr. Donelson Y _____ Ms. Bomba Y _____
Mr. Halter _____ Ms. Nicolosi _____
Mrs. Smith _____

In Favor 4 Abstain: _____ 0 Opposed: _____ 0

Mr. Donelson pulled #2 for closed session.
Mr. Dais asked if the salaries for the new instructors were run past the union prior to submission. Mr. Swain stated no. Mr. Davis asked if full benefits are offered in addition to the salary. Mr. Swain replied yes. Mr. Swain continued that a separate guide should be looked at for CTE instructors. Mr. Davis asked if the instructors are require dot pay for the alternate route training. Mr. Swain replied yes and 3 of the 4 instructors are graduates of SCVTS.

PROFESSIONAL DEVELOPMENT:

Professional Development

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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. All approvals are subject to CDC guidelines.

Vocational Technical Schools personnel.

| Description of Professional Development or School Improvement Activity or Workshop | Participant(s) | Cost Per Participant | Total cost |
|--|-----------------------|---|-------------------------------|
| Lash Extension Course Rizzieri Aveda School 8200 Town Center Blvd. Voorhees, NJ 08043 September 18, 2022 | Anna DiPietro | \$750.00 Registration | \$750 ESEA Title II |
| 2022 NJPSA/FEA/NJASCD Conference - Honoring Courageous Leadership Borgata Hotel & Resort, Atlantic City, NJ October 13-14, 2022 | Maria Alleva | \$345 registration \$65 mileage (est) \$40 tolls/parking (est) | \$450 ESEA Title II |

ROLL CALL:

Action: Approved X Disapproved Held for Study
 Motion by: Ransome
 Second by: Bomba
 Mr. Davis Y Mr. Ransome Y **Roll Call**
 Mr. Donelson Y Ms. Bomba Y
 Mr. Halter Ms. Nicolosi
 Mrs. Smith

 In Favor 4 Abstain: 0 Opposed: 0

PROGRAMS:

- 1. Request and Recommendation for Board of Education Approval to Utilize Option ii Graduation Standards to Offer the Transcription of Applied Technical Math or Applied Technical Science of Financial Literacy Credits**

Programs

Option II

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**for Shared Time Students Enrolled at the Career and Technical High School
for the 2022-2023 School Year.**

It is recommended by the Superintendent that the Board of Education approve to utilize Option ii Graduation Standards to offer the transcription of Applied Technical Math or Applied Technical Science or Financial Literacy credits for shared time students enrolled in career and technical classes. The transcription is given for 2.5 credits per school year based on New Jersey Core Content Curriculum Standards embedded in the curriculum for the career and technical classes. These credits must be approved and accepted by the sending school principal for the student to count them towards fulfilling graduation requirements.

2. Request and Recommendation for Board of Education Approval to accept the following FY2023 Grants.

Grant Approval

- [Perkins Secondary](#) in the amount of \$110,095 for the budget period from July 1, 2022 to June 30, 2023
- [IDEA - Basic](#) in the amount of \$160,922 for the budget period from July 1, 2022 to June 30, 2023
- [Nita M. Lowey 21st CCLC](#) in the amount of \$500,000 for the budget period from September 1, 2022 to August 31, 2023

3. Request and Recommendation for Board of Education Approval to Continue the BRIDGE Program.

BRIDGE Program

It is recommended by the Superintendent that the Board of Education approve the continuation of the BRIDGE program. Staff will meet with BRIDGE participants in person. Staff are required to submit timesheets. BRIDGE staff were previously approved at the January 25, 2022 Board of Education meeting. All staff and supply costs are covered by a grant. Costs to the District are in kind for facilities and custodians.

4. Request and Recommendation for Board of Education Approval of Contract with the County of Salem to Provide Shared Services.

ABE with
Correctional Facility

It is recommended that the Board of Education approve a [shared service agreement](#) with the County of Salem for Adult Basic Skills Training to be provided by Salem County Vocational Technical School at the Salem County Correctional Facility effective July 1, 2022 through June 20 2025 at a cost not to exceed \$21,525.00 per year.

5. Request and Recommendation to Establish a Real Estate Professional Assistant Course and Certificate Program Under Our Already Existing Partnership with Elite Real Estate Academy.

Rel Estate Training

It is recommended by the Superintendent that the Board of Education approve the establishment of a Real Estate Professional Assistant Course and Certificate Program with the Elite Advantage Real Estate Academy and the Salem County Vocational Technical Schools Adult Education Program. The partnership will provide students an opportunity to earn a certificate and entry level employment experience in the real estate industry. There is no cost for this partnership.

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6. Request and Recommendation for Board of Education Approval of the SCVTS Adult Education Program to Offer the Real Estate Professional Assistant Course and Certificate Program during the 2022-2023 School Year.

Real Estate
Program

It is recommended by the Superintendent that the Board of Education approve the 14 hour certificate program in partnership with Elite Real Estate Academy at a cost of \$99. Courses will be offered to the post secondary population and high school students.

7. Request and Recommendation for Board of Education Approval of a Program Agreement with Appel Farm Arts & Music Center and the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2023 hosted at the Penns Grove Carneys Point Regional School District.

Appel Farms
Agreement

It is recommended by the Superintendent that the Board of Education approve a [program agreement](#) with Appel Farm Arts & Music Center and the SCVTS 21st CCLC Salem County Achievers program hosted at the Penns Grove Carneys Point Regional School District. The program will provide students with a general exploration of one of the performing arts, which will allow them to engage in the process of discovery and creation. The program will run for a total of 11 hours at the PW Carleton, and 5 hours at Penns Grove Middle School starting December 1, 2022 and ending May 1, 2023. The total cost of the program is \$2,600.00, which is fully funded through the 21st CCLC grant for the 2022-2023 school year.

8. Request and recommendation for Board of Education Approval to Continue Evaluation Services for the 21st Century Community Learning Centers Program Grant for the 2022-2023 school year with Linchpin Solutions.

21st Century
Linchpin

It is recommended by the Business Administrator that the Board of Education approve Linchpin Solutions to provide [evaluation services](#) at the agreed upon contracted annual rate of \$17,000 to include data collection, monthly reports, and compiling mid-year, as well as end of the year reports for 2022-2023 School Year to be paid from 21st CCLC grant funds The Contract is effective September 1, 2022 through August 31, 2023.

9. Request and Recommendation for Board of Education Approval of All Existing Articulation Agreements with SCVTS.

SCVTS Articulation
Agreements

It is recommended by the Superintendent that the Board of Education approve all [articulation agreements](#) annually unless other approvals are needed per the guidelines of the agreements.

10. Request and Recommendation for Board of Education Approval of the Workforce Innovation and Opportunity Act Provider Agreement between the County of Gloucester and the Salem County Vocational Technical Schools from July 1, 2021 to June 30, 2023.

Workforce
Investment Act

It is requested that the Board of Education approve the [Workforce Innovation and Opportunity Act Provider Agreement](#) between the County of Gloucester and the Salem County Vocational Technical Schools from July 1, 2021 to June 30, 2023. This agreement allows SCVTS to be a NJ State Training Provider for residents of Gloucester County.

Textbook final
approval

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

AGENDA – August 23, 2022

11. Request and Recommendation for Board of Education Approval of the Second Reading and Approval to Purchase for the Following Textbooks 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 second reading and approval to purchase the Biology, 11e textbook (ISBN: 978-1-337-39293-8) and Milady Standard Cosmetology with Standard Foundations textbook, 14e, (ISBN: 978-0-357-37890-8), for use at the Career and Technical High School for the 2022 - 2023 school year. A readability study has been completed and reviewed in accordance with the Affirmative Action Policy.

12. Request and Recommendation for Board of Education Approval of the School District Safety and Health Plan for Career and Technical Education Programs as Required for Perkins Funds for the 2022-2023 School Year.

It is recommended by the Superintendent that the Board of Education approve the [School District Safety and Health Plan](#) for Career and Technical Education programs as required for Perkins funds. This plan outlines the safety and health program the district utilizes to protect students and staff from safety and health risks on and off-site for our hazardous occupation Career and Technical Education programs.

13. Request and Recommendation by the Superintendent that the Board of Education approve the 2022-2023 Professional Development Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.

It is recommended by the Superintendent that the Board of Education approve the [2022-2023 Professional Development Plan](#) for the Salem County Vocational Technical School and Salem County Special Services School Districts. Mandatory professional development requirements for particular groups of educators are specified in New Jersey statute and regulation. The Plan has been developed in accordance with these statutes and regulations.

14. Request and Recommendation for Board of Education Approval of the 2022-2023 District Mentoring Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.

It is recommended by the Superintendent that the Board of Education approve the [2022-2023 District Mentoring Plan](#). The plan has been developed in accordance with all mentoring program regulations for novice teachers (those new to the profession and serving under a provisional certificate) and experienced teachers new to a district as specified in N.J.A.C. 6A:9:8.4. Individual 1-1 mentoring is required for novice teachers. In addition, all non-tenured first-year teachers must receive individualized support developed collaboratively with the supervisor and aligned with state standards and school/district expectations for teacher effectiveness.

15. Request and Recommendation for Board of Education Approval to Utilize the Achieve NJ Danielson Tool for Staff Evaluations for the 2022-2023 School Year.

Danielson Tool

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

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It is recommended by the Superintendent that the Board of Education approve the [Achieve NJ Danielson/MPPR Tool](#) to be used for staff evaluations for the 2022-2023 school year in accordance with Policy 3222.

16. Request and Recommendation for Board of Education Approval of all SCVTS and Academy Educational Curriculum for the 2022-2023 School Year.

It is recommended by the Superintendent that the Board of Education approve all [SCVTS and Academy educational curriculum](#) for the 2022-2023 school year. All curriculum is available for inspection in the Curriculum Office.

17. Request and Recommendation for Board of Education Approval of Work Based Learning Experiences (Formerly SLE) for the 2022-2023 School Year.

It is recommended by the Superintendent that the Board of Education approve [Work Based Learning Experiences](#) for qualifying high school students who elect to participate in such experiences. These may include but are not limited to apprenticeships, internships, job shadowing, cooperative education, school-based enterprises, volunteer activities, or supervised agricultural experiences. Students may be issued course credits based on their Approved Student Personalized Training Plan and successful completion of course goals. All Learning Experiences will be under the direction of an appropriately certified staff member and must adhere to applicable state and federal child labor laws and other rules of the State Departments of Education and Labor.

18. 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.

19. 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.

20. 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. All approvals are subject to CDC guidelines.

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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| | ORGANIZATION | ACTIVITY | DATE OR WEEK OF THE ACTIVITY | Cost |
|----|-----------------------------|--|--|--|
| A. | Class of 2026 | Pitman Donut Sale Cost: \$2.00 each | Every Wednesday in October 2022, February 2023 and May 2023 | |
| B. | Class of 2026 | Fall SCVTS Spirit Apparel Sale Cost: Range from \$15.00 to \$40.00 a piece | September 18, 2022 thru September 30, 2022 | |
| C. | FFA and Girls Volleyball | ABC Discount/Booster Card Cost: \$10.00 each | September 1, 2022 til they sell out | |
| D. | Class of 2023 | Water Ice Sale Cost: \$2.00 a cup | Fridays in September 2022, May 2023 and June 2023 during 4 th block | |
| E. | FFA | Palatine Lake Village Community Yard Sale (Profits from the yard sale will go to FFA) | October 1, 2022 | \$15 per hour up to a max of \$75 for Advisor Supervision |
| F. | Class Of 2023 | Cookies and Cocoa Cost: \$2.00 | Fridays in December 2022 | |

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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- 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)
- 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)

- P 0143.2** High School Student Representative to the Board of Education (M) (Revised)
 - P 0163** Quorum (Revised)
 - P 1511** Board of Education Website Accessibility (M) (Revised)
 - P 2415** Every Student Succeeds Act (M) (Revised)
 - P & R 2432** School Sponsored Publications (Abolished)

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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- [P 3216](#) Dress and Grooming (Revised)
- [P 3270](#) Professional Responsibilities (Revised)
- [R 3270](#) Lesson Plans and Plan Books (Revised)
- [P 4216](#) Dress and Grooming (New)
- [P & R 5513](#) Care of School Property (M) (Revised)
- [P 5517](#) School District Issued Student Identification Cards (M) (Revised)
- [P 5722](#) Student Journalism (M) (New)

ROLL CALL:

| | | | | |
|---------|---------------------------|-------------------|----------------------|------------------|
| Action: | Approved <u>X</u> | Disapproved _____ | Held for Study _____ | |
| | Motion by: <u>Ransome</u> | _____ | | Roll Call |
| | Second by: <u>Davis</u> | _____ | | |
| | Mr. Davis | Y _____ | Mr. Ransome | Y _____ |
| | Mr. Donelson | Y _____ | Ms. Bomba | Y _____ |
| | Mr. Halter | _____ | Ms. Nicolosi | _____ |
| | Mrs. Smith | _____ | | _____ |
| | In Favor <u>4</u> | Abstain: <u>0</u> | Opposed: | |
| | <u>0</u> | | | |

B. Old Business:

INFORMATIONAL ITEMS

Report of the Assistant Superintendent

- 1. Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCVTS (May Be Appropriate for Closed Session) (Handout)**

It is recommended that the Board of Education accept and approve the HIB report as presented.

| | | | | |
|---------|---------------------------|-------------------|----------------------|------------------|
| Action: | Approved <u>X</u> | Disapproved _____ | Held for Study _____ | |
| | Motion by: <u>Ransome</u> | _____ | | Roll Call |
| | Second by: <u>Bomba</u> | _____ | | |
| | Mr. Davis | _____ | Mr. Ransome | _____ |
| | Mr. Donelson | _____ | Mrs. Bomba | _____ |
| | Mr. Halter | _____ | Ms. Nicolosi | _____ |
| | Mrs. Smith | _____ | | _____ |
| | In Favor <u>4</u> | Abstain: <u>0</u> | Opposed: <u>0</u> | |

**Board Secretary/
Business
Administrator –
SCSSSD**

Board Secretary

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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**X. BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORT-
SPECIAL SERVICES SCHOOL DISTRICT**

A. Board Secretary Report

Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the month of [June 2022](#) (revised). 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

August 23, 2022
Date

B. Reconciliation of Cash for School Funds Report

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the months of [June 2022](#) (Revised). The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the month of July 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

There are no transfers to report.

F. Warrants

It is recommended that the Board of Education approve the following payments totaling

- 08/15/22 Payroll totaling [\\$94,602.75](#)
- 08/30/22 Payroll totaling [\\$188,218.41](#)
- Bill List for July 1, 2022 through July 31, 2022 in the amount of [\\$245,473.61](#)

Discussion:

Davis- Thank you for keeping financials up to date on both sides.

Roll Call:

Action: Approved X Disapproved _____ Held for Study _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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| | | | |
|--------------|-------------------|--------------|--------|
| Motion by: | _____ Davis _____ | | |
| Second by: | _____ Bomba _____ | | |
| Mr. Davis | Y_____ | Mr. Ransome | Y_____ |
| Mr. Donelson | Y_____ | Ms. Bomba | T_____ |
| Mr. Halter | _____ | Ms. Nicolosi | _____ |
| | | Mrs. Smith | _____ |
| Abstain: | _____ | Opposed: | _____ |

G. Board Secretary/Business Administrator New Business:

1. Request and Recommendation for the Board of Education to Approve Record Management Services to Provide Annual Maintenance of Records Storage in the Amount of \$1,500 for both districts.

It is requested and recommended that the Board of Education approve Record Management Services, of Vineland, NJ, to provide annual maintenance of [record storage](#) in the amount of \$1,500 for both districts. They will organize the boxes in storage, label them, do an inventory database of boxes stored, do destructions once a year, and present a final report and access database containing updated inventory.

2. Request and Recommendation by the Business Administrator for the Board of Education to Approve Mosyle Corporation

It is recommended by the Business Administrator that the Board of Education approve the attached quote for a one year subscription with [Mosyle Corporation](#) for \$1100. Mosyle Corporation software manages all the iPads so the students can't log into it with their own Apple ID and allows IT to control what apps they get and lock down the iPad. It's 100% is security feature with lost and theft protection.

3. Request and Recommendation by the Business Administrator for the Board of Education to Approve the attached Transportation Jointures and Contracts.

It is recommended by the Business Administrator that the Board of Education approve the attached Jointures and Contracts for Participation in the Co-op, Jointures and Transportation Routes from Gloucester County Special Services School District. [Routes](#)

4. Request and Recommendation for Board of Education Approval of Four M Vending Service for vending equipment.

It is recommended that the Board of Education approve the attached [proposal](#) from Four M Vending Service to provide vended items at the Salem Campus, including location, commission, and program information.

Four M Vending

Pizza Contract

SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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5. Request and Recommendation for Board of Education Approval of a Proposal from Papa Luigi’s Pizzeria to Provide up to Forty (40) Pizzas for the Students of the Salem County Vocational Technical School District and Salem Campus on Alternate Fridays for the 2022-2023 School Year in the Amount of \$11.20 Per Pizza

It is recommended that the Board of Education grant approval of a [proposal](#) from Papa Luigi’s Pizzeria to provide up to forty (40) pizzas for the students of the Salem County Vocational Technical School District, Salem Campus, and Daretown, on alternate Fridays for the 2022-2023 school year in the amount of \$11.20 per pizza.

Roll Call:

| | | | | | | |
|--------------|----------|------------|-------------|--------------|----------------|-------|
| Action: | Approved | <u> X </u> | Disapproved | _____ | Held for Study | _____ |
| Motion by: | _____ | Davis | _____ | | | |
| Second by: | _____ | Ransome | _____ | | | |
| Mr. Davis | _____ | Y | _____ | Mr. Ransome | _____ | Y |
| Mr. Donelson | _____ | Y | _____ | Ms. Bomba | _____ | Y |
| Mr. Halter | _____ | | _____ | Ms. Nicolosi | _____ | |
| | | | | Mrs. Smith | _____ | |
| Abstain: | _____ | BOMBA #4 | _____ | Opposed: | _____ | |

XI. SUPERINTENDENT’S REPORT - SPECIAL SERVICES SCHOOL DISTRICT

A. New Business:

PERSONNEL:

1. Request and Recommendation for Board of Education Approval of the Reduction of the Administrative Assistant to the Superintendent Position From a Full Time Position to a Part Time Position. It is recommended by the Superintendent that the Board of Education approve the reduction of the Administrative Assistant Position to the Superintendent position from a full time position to a part time position. The position will not exceed 28 hours per week at the daily per diem of \$280.66. This reduction would take place beginning February 1, 2023.

2. Request and Recommendation for Board of Education Approval of the Continuation of the COVID-19 Stipend for Selected Staff.

It is recommended by the Superintendent that the Board of Education continue the temporary COVID stipend approved on October 26, 2021 for the 2022-2023 School Year as reporting is still required.. (Excerpt from the October 26, 2021 approval. It is requested and recommended by the Superintendent for the Board of Education to approve a temporary COVID-19 stipend for [individuals identified](#) that work over and above regular hours to deal with COVID related issues and reporting.)

3. Request and Recommendation of the Superintendent for Board of Education Approval of A Pension Waiver Salary Increase

It is recommended by the Superintendent that the Board of Education approve a NJ State Pension waiver salary increase. The NJ State Pension waiver salary increase would be

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
DISTRICT
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for eligible state employees who retire after full service to the state and are collecting a state pension but ineligible to be entered into the pension system upon return to full time employment. It is requested that the salary increase amount be set to \$3500 upon entry into the district. Those employees who are currently employed would be eligible for the salary increase beginning 9/1/2022.

4. Request and Recommendation of the Superintendent for Board of Education Approval of A Salary Increase for James Helder

It is recommended by the Superintendent that the Board of Education approve a salary increase for James Helder in the amount of \$5,000 for the additional duties of overseeing the Upper Pittsgrove program. This was approved previously for Jane Whittinghill.

New Hire:

5. Request and Recommendation for Board of Education Approval for the Employment of Gianna Rodriguez

It is requested by the Superintendent that the Board of Education approve the employment of Gianna Rodriguez as a Substitute Speech Therapist for Related Services at the salary of \$85.00 per day for twenty (20) days, after twenty (20) days salary becomes MA+30, Step 1 - \$62,257 effective September 1, 2022. Ms. Rodriguez is currently anticipated to receive her Speech Language Specialist (3462) certification from the NJDOE, which the District will expedite in collaboration with the County Office. Ms. Rodriguez will not begin without proper certification.

6. Request and Recommendation for Board of Education Approval for the Employment of Christine Longo

It is requested by the Superintendent that the Board of Education approve the employment of Christine Longo as a Floating Nurse for Cumberland Campus at the salary of BA, Step 3 - \$58,027 effective September 1, 2022.

7. Request and Recommendation for Board of Education Approval for the Employment of Amanda Nichols

It is requested by the Superintendent that the Board of Education approve the employment of Amanda Nichols as a MD Teacher for Cumberland Campus at the salary of BA, Step 1 - \$57,427 effective September 1, 2022.

8. Request and Recommendation for Board of Education Approval for the Employment of Charnyse Rodriguez

It is requested by the Superintendent that the Board of Education approve the employment of Charnyse Rodriguez as a 1-1 Paraprofessional for Cumberland Campus at the salary of Step 1 - \$19,230 effective September 1, 2022.

Employment
Charnyse Rodriguez

Employment
Alfonzo Dowe

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9. Request and Recommendation for Board of Education Approval for the Employment of Alfonso Dowe Jr.

It is requested by the Superintendent that the Board of Education approve the employment of Alfonso Dowe Jr. as a 1-1 Paraprofessional for Cumberland Campus at the salary of Step 5- \$20,030 effective September 1, 2022.

10. Request and Recommendation for Board of Education Approval for the Employment of Tyrone Capers

It is requested by the Superintendent that the Board of Education approve the employment of Tyrone Capers as a 1-1 Paraprofessional for Cumberland Campus at the salary of Step 2 -\$19,430 effective September 1, 2022.

11. Request and Recommendation for Board of Education Approval for the Employment of Paul Cicchini

It is requested by the Superintendent that the Board of Education approve the employment of Paul Cicchini as a School Psychologist per diem for CST at the salary of \$385/Day effective September 1, 2022.

12. Request and Recommendation for Board of Education Approval for the Employment of Early Intervention Staff

It is requested by the Superintendent that the Board of Education approve the employment of Early Intervention Program Staff:

| Name | Position | Start Date | Salary |
|------------------|-----------------|-------------------|---------------|
| Kathleen Clancy | PT EIP | 09/01/2022 | \$75/Hour |
| Jillian Garren | EIP Teacher | 09/01/2022 | \$50/Hour |
| Jamie Vitagliano | EIP Teacher | 09/01/2022 | \$50/Hour |
| Heather Wilkie | EIP Teacher | 09/01/2022 | \$50/Hour |
| Amanda Fisher | OT EIP | 09/01/2022 | \$75/Hour |
| Aimee Widner | PT EIP | 09/01/2022 | \$75/Hour |
| Bryanna DeFazio | OT EIP | 09/01/2022 | \$75/Hour |

Transfer:

13. 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:

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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| Name | From | To | Date | Salary |
|---------------------|--|--------------------------------|-------------|----------------------|
| Bridget Cerone | Daretown PE/Health Teacher | Salem PE/Health Teacher | 9/1/22 | No Change |
| Donald McGowan | Salem PE/Health Teacher | Daretown PE/Health Teacher | 9/1/22 | No Change |
| Kurt Pillis | Substitute Paraprofessional - Cumberland | MD Teacher-Cumberland | 9/1/22 | \$85/Day to \$57,427 |
| Samantha Richardson | Paraprofessional-Salem | MD Teacher-Salem | 9/1/22 | \$24,033 to \$57,427 |
| Eric Bramell | Paraprofessional - Cumberland | Food Service Aide - Cumberland | 9/1/22 | No Change + Stipend |

14. Request and Recommendation for Board of Education Approval for the Employment of Early Intervention Staff

It is requested by the Superintendent that the Board of Education approve the revised [rates](#) of Early Intervention Program Staff due to a cost of living increase from the NJDOH.

FMLA/NJFLA:

15. FMLA/NJFLA of Julie Bilinski.

It is requested by the Superintendent that the Board of Education approve the FMLA of Julie Bilinski, MD Teacher at Salem Campus, beginning on or about October 20, 2022 until on or about December 22, 2022. Additionally, it is requested that the Board of Education approve the NJFLA beginning on or about January 3, 2023 until on or about March 10, 2023.

16. FMLA/NJFLA of Staci Workman.

It is requested by the Superintendent that the Board of Education approve the FMLA of Staci Workman 1-1 MD Paraprofessional at Cumberland Campus, beginning on or about October 13, 2022 until on or about November 24, 2022.

FMLA Workman

Resignations:

17. Request and Recommendation for Board of Education Approval to Accept the Resignation of Nicholas Brozina.

It is recommended by the Superintendent that the Board of Education accept the resignation of Nicholas Brozina, ID Teacher at Cumberland Campus effective August 2, 2022.

Resignation Brozina

Resignation Quinn

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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18. Request and Recommendation for Board of Education Approval to Accept the Resignation of Lindsay Quinn.

It is recommended by the Superintendent that the Board of Education accept the resignation of Lindsay Quinn, MD Teacher at Salem Campus effective August 18, 2022.

19. Request and Recommendation for Board of Education Approval to Accept the Resignation of Michelle Moore.

It is recommended by the Superintendent that the Board of Education accept the resignation of Michelle Moore, Math Teacher at Daretown effective August 26, 2022.

20. Request and Recommendation for Board of Education Approval to Accept the Resignation of Tracy Bayes.

It is recommended by the Superintendent that the Board of Education accept the resignation of Tracy Bayes, ASD Teacher at Upper Pittsgrove at Salem Campus effective August 29, 2022.

21. Request and Recommendation for Board of Education Approval to Accept the Resignation of Kathryn Lashbrook.

It is recommended by the Superintendent that the Board of Education accept the resignation of Kathryn Lashbrook, Paraprofessional at Daretown effective August 31, 2022.

22. Request and Recommendation for Board of Education Approval to Accept the Resignation of EmiLee Roesch.

It is recommended by the Superintendent that the Board of Education accept the resignation of EmiLee Roesch, Speech Language Specialist for Related Services effective September 8, 2022.

Discussion:

Doneslon- #1 Moved to Closed Session

Ransome- More than normal resignations

Swain- Yes

Roll Call

Action: Approved X Disapproved _____ Held for Study _____

Motion by: Bomba

Second by: Davis

| | | | |
|--------------|-------------|--------------|-----------------------|
| Mr. Davis | Y <u> </u> | Mr. Ransome | <u> </u> Y <u> </u> |
| Mr. Donelson | Y <u> </u> | Ms. Bomba | <u> </u> Y <u> </u> |
| Mr. Halter | _____ | Ms. Nicolosi | _____ |
| | | Mrs. Smith | _____ |

Roll Call

In Favor: 4 Abstain: _____ Opposed: _____

PROGRAMS:

Programs

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL
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1. Request and Recommendation for Board of Education Approval for Upper Pittsgrove Students To Participate in Extracurricular Events.

It is recommended by the Superintendent that the Board of Education approve Upper Pittsgrove students to participate in extracurricular clubs, sports, band, school dances, concerts (band and choir), field trips, and PTO fundraisers during the 2022-2023 school year when the events resume. All of these events are Board approved by Upper Pittsgrove. An SCSSSD staff member will be in attendance with the students at all times during these events.

2. Request and Recommendation for Board of Education Approval of all Curriculum SCSSSD for the 2022-2023 School Year.

It is recommended by the Superintendent that the Board of Education approve all [SCSSSD curriculum](#) for the 2022-2023 school year. All curriculum is available for inspection in the Curriculum Office.

3. Request and Recommendation for Board of Education Approval to Utilize the Achieve NJ Danielson Tool for Staff Evaluations for the 2022-2023 School Year.

It is recommended by the Superintendent that the Board of Education approve the [Achieve NJ Danielson/MPPR Tool](#) to be used for staff evaluations for the 2022-2023 school year in accordance with Policy 3222.

4. It is recommended by the Superintendent by the Superintendent that the Board of Education approve the 2022-2023 Professional Development Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.

It is recommended by the Superintendent that the Board of Education approve the [2022-2023 Professional Development Plan](#) for the Salem County Vocational Technical School and Salem County Special Services School Districts. Mandatory professional development requirements for particular groups of educators are specified in New Jersey statute and regulation. The Plan has been developed in accordance with these statutes and regulations.

5. Request and Recommendation for Board of Education Approval of the 2022-2023 District Mentoring Plan for the Salem County Vocational Technical School and Salem County Special Services School Districts.

It is recommended by the Superintendent that the Board of Education approve the [2022-2023 District Mentoring Plan](#). The plan has been developed in accordance with all mentoring program regulations for novice teachers (those new to the profession and serving under a provisional certificate) and experienced teachers new to a district as specified in N.J.A.C. 6A:9:8.4. Individual 1-1 mentoring is required for novice teachers. In addition, all non-tenured first-year teachers must receive individualized support developed collaboratively with the supervisor and aligned with state standards and school/district expectations for teacher effectiveness.

Mentoring Plan

Curriculum In
Action

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

In Favor 4. Abstain: _____ **Opposed:** _____

Old Business:

POLICY

1. Request and Recommendation for Board of Education Approval of the first reading of the policies listed below.

It is recommended by the Superintendent that the Board of Education approve the first reading of the following district policies and regulations (corrections are in bold and/or underlined):

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

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

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:

General Policy and Regulation Guides

P 1648.14 Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (Abolished)

P 1648.15 Recordkeeping for Healthcare Settings in School Buildings – COVID-19 (M) (New)
P 2416.01 Postnatal Accommodations for Students (New)

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

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DISTRICT**

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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)**
-
- P 0143.2 High School Student Representative to the Board of Education (M) (Revised)**
- P 0163 Quorum (Revised)**
- P 1511 Board of Education Website Accessibility (M) (Revised)**
- P 2415 Every Student Succeeds Act (M) (Revised)**
- P & R 2432 School Sponsored Publications (Abolished)**
- P 3216 Dress and Grooming (Revised)**
- P 3270 Professional Responsibilities (Revised)**
- R 3270 Lesson Plans and Plan Books (Revised)**
- P 4216 Dress and Grooming (New)**
- P & R 5513 Care of School Property (M) (Revised)**
- P 5517 School District Issued Student Identification Cards (M) (Revised)**
- P 5722 Student Journalism (M) (New)**

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ROLL CALL:

Action: Approved X Disapproved Held for Study
 Motion by: Ransome
 Second by: Bomba

| | | | |
|--------------|-----------------|--------------|-----------------|
| Mr. Davis | Y <u> </u> | Mr. Ransome | Y <u> </u> |
| Mr. Donelson | Y <u> </u> | Ms. Bomba | Y <u> </u> |
| Mr. Halter | <u> </u> | Ms. Nicolosi | <u> </u> |
| | | Mrs. Smith | <u> </u> |

In Favor 4 **Abstain:** **Opposed:**

INFORMATIONAL ITEMS

- 1. Student/Parent Handbooks**
[2022-2023 Daretown Student Handbook](#)
[2022-2023 Salem Campus Student Handbook](#)
[2022-2023 Upper Pittsgrove Student Handbook](#)

2. Principal’s Report

3. 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 X Disapproved Held for Study
 Motion by: Davis
 Second by: Ransome

| | | | |
|--------------|---------------|--------------|---------------|
| Mr. Davis | <u> </u> | Mr. Ransome | <u> </u> |
| Mr. Donelson | <u> </u> | Ms. Bomba | <u> </u> |
| Mr. Halter | <u> </u> | Ms. Nicolosi | <u> </u> |
| | | Mrs. Smith | <u> </u> |

In Favor 4 **Abstain:** **Opposed:**

XI. AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION / BOARD COMMENT

Audience Participation

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 or general comments on non-agenda 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. 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.

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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: Door Security

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

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ROLL CALL:

Action: Approved X Disapproved _____ Held for Study _____
 Motion by: Bomba
 Second by: Ransome
 Mr. Davis Y _____ Mr. Ransome Y _____
 Mr. Donelson Y _____ Ms. Bomba Y _____
 Mr. Halter _____ Ms. Nicolosi _____
 Mrs. Smith _____

IN FAVOR. 4. Abstain: _____ Opposed: _____

SCSSSD PERSONNEL:

1. **Request and Recommendation for Board of Education Approval of the Reduction of the Administrative Assistant to the Superintendent Position From a Full Time Position to a Part Time Position.** It is recommended by the Superintendent that the Board of Education approve the reduction of the Administrative Assistant Position to the Superintendent position from a full time position to a part time position. The position will not exceed 28 hours per week at the daily per diem of \$280.66. This reduction would take place beginning February 1, 2023.

ROLL CALL:

Action: Approved X Disapproved _____ Held for Study _____
 Motion by: Davis
 Second by: Bomba
 Mr. Davis Y _____ Mr. Ransome Y _____
 Mr. Donelson Y _____ Ms. Bomba Y _____
 Mr. Halter _____ Ms. Nicolosi _____
 Mrs. Smith _____

IN FAVOR. 4. Abstain: _____ Opposed: _____

Staff Report:

Dr. Wentzell – Finalizing contract talks for CST and RS. Many districts looking for one day because they started their own services and cannot fill.

Mrs. Alleva – Going great. Medical assistant, phlebotomy, certified nursing assistant are doing very well. Toured the EEW in Paulsboro it is an impressive site for wind energy.

Mr. James Helder – Have been onsite for all sports and teams are full and doing well. RDS the ESY program was successful. 6 new students for ESY. 2 new students for September. Upper Pittsgrove program will be working to make it a valid program.

Mr. Jason Helder – High enrollment. 6 new instructors. Mental health program is a great addition for students and staff.

Staff reports

Mrs. Bomba asked if CAN students go directly to employment.

Mrs. Alleva Yes

An open discussion took place regarding safety at SCVTS being an open campus and what safe stops or precautions are taking place to protect students.

Mr. Swain stated Capt. Lewis is able to carry and can be approved by himself and the Board should they wish to go that route. Would not be during his class hours but other times during the day.

