

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

Regular Board of Education Meeting Minutes

November 1, 2022, 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, November 1, 2022 at 7:00 p.m.

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

I. PLEDGE OF ALLEGIANCE TO THE FLAG

Pledge of Allegiance

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 Vice President called the meeting to order at 7:01 p.m. at which time the following statement was read:

II. CALL TO ORDER

Called 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

Swearing In

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, Gabrielle Smith, 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, Gabrielle Smith, 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.”

III. ROLL CALL

Roll Call

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

Others Present: Mr. John Swain, Superintendent, Mr. Frank Maurer, Assistant Superintendent /B.A./Board Secretary, Dr. Jennifer Bates, Assistant Superintendent/B.A./Board Secretary, Mr. Jason Helder, Principal, Mr. Glenn Donelson and Mr. Joseph Cortes, Tattleaux Solar Group, Mrs. Jamie Dolbow, Mother of Ms. Gabrielle Smith, Mr. Brian Quinn, Culinary Arts Instructor.

Attendees

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D. Presentations

Presentations

- a. Solar Presentation - Joseph Cortes
- Davis:** How is electric distributed to homes?
- Cortes:** Atlantic City Electric or other companies. For families to be eligible they must show up for a meeting.
- Halter:** Families 15%-50%?
- Cortes:** Yes, for those that qualify.
- Davis:** For the panels put on the property, does it stay in Salem County or will it go elsewhere? It will not go on the roof.
- Cortes:** Yes, it does to on the roof with ballast.
- Davis:** But it won't go on the roof.
- Cortes:** We work with insurance and engineer for rooftop mounting.
- Davis:** Why not supply us with electricity?
- Cortes:** Because Salem County told Jack they want him to buy from them.
- Swain:** True, but the Board can choose which it prefers.
- Davis:** If it goes through your company and the county can get direct rates.
- Donelson:** How much profit do you make per project?
- Cortes:** A nice amount. Cannot tell you then you would want a larger percentage.
- Davis:** 100% savings to the school district and we are in.
- Cortes:** I have to run those numbers.

b. [NJSLA score report](#)

c. Salem Campus Student of the Month - [Tyler Kashani](#)

**VIII. BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT-
VOCATIONAL TECHNICAL SCHOOL DISTRICT**

Secretary's Report

A. Board Secretary Report

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the months 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.

Business Administrator/Board Secretary

November 1, 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 [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 July 2022.

**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

**Board of Education
Certification**

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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.

Transfer of Funds

E. Transfer of Funds

It is recommended that the Board of Education Approve the transfers for the month of September 2022.

Warrants

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 of September through October in the amount of \$1,238,520.11 and \$285,077.39 respectively.

ROLL CALL:

Roll Call

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

In Favor: 5 Abstain: Opposed:

G. Board Secretary/Business Administrator New Business:

**Board Secretary
New Business**

IX. SUPERINTENDENT'S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT

**Superintendent's
Report**

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

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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.

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.

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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 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.

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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
2006 Blue Bird Bus	Al Roeske	\$500

Roll Call

ROLL CALL:

Action: Approved X Disapproved _____ Held for Study _____

Motion by: Mr. Halter

Second by: Mr. Davis

Mr. Davis Y Mr. Ransome Y

Mr. Donelson Y Ms. Bomba Y

Mr. Halter Y Ms. Nicolosi _____

Mrs. Smith _____

In Favor: 5 Abstain: _____ Opposed: _____

A. New Business:

New Business

PERSONNEL:

New Hire:

New Hire

1. Request and Recommendation for Board of Education Approval for the Employment of Megan Lyons.

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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.

Staff	Funding Source	Hourly Salary
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 Tara Cunningham

It is requested by the Superintendent that the Board of Education approve the intermittent FMLA of Tara Cunningham, Math Teacher for the CTHS, beginning

FMLA/NJFLA/LOA

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on or about October 14, 2022 until on or about June 30, 2023. Intermittent leave will occur 1-2 days a week as needed.

7. 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:

Resignations

8. 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.

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 Maintenance Mechanic for District, effective December 15, 2022.

ROLL CALL:

Action: Approved X Disapproved _____ Held for Study _____

Motion by: Halter

Second by: Ransome

Mr. Davis Y Mr. Ransome Y

Mr. Donelson Y Ms. Bomba Y

Mr. Halter Y Ms. Nicolosi _____

Mrs. Smith _____

In Favor 5 Abstain: 0 Opposed: 0

PROFESSIONAL DEVELOPMENT:

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.

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

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National Council for Social Studies (NCSS) Philadelphia, PA December 2 - 4, 2022	Dawn Patrick	\$350 registration \$29.76 mileage \$15 tolls	\$394.76 ESEA Title IIA 20-270 \$125 Substitute
CIA Professional Development Day Culinary Institute of America 1946 Campus Dr. Hyde Park, NY 12538 November 7th, 8th and 9th, 2022	Bruce Connell Brian Quinn	Travel at GSA rates up to: Mileage 350 miles \$164.50 Hotel \$324 M&IE \$172.50 \$661 pp	Approx \$1322 11-140-100-580-51 \$750.00 Substitute
Intervention and Referral Services (I&RS) Team Training SRI & ETTC Stockton University December 7, 2022	Kacey Strock	\$178.00 registration \$32.30 mileage	\$210.30 ESEA Title IIA 20-270 \$125 Substitute

Note: Reimbursement amounts for travel expenses are all subject to GSA guidelines.

ROLL CALL:

ROLL CALL

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 Y Ms. Nicolosi _____
 Mrs. Smith _____
 In Favor 5 Abstain: 0 Opposed: 0

PROGRAMS:

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.

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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:

2022-2023	Test Dates
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

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.

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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.

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.

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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.

	ORGANIZATION	ACTIVITY	DATE OR WEEK OF THE ACTIVITY
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 st 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
F.	Girls Basketball	Girls Basketball Spirit Wear - various prices \$2 to \$3 profit per item	November 1 to 23, 2022 January 2 to 23, 2023
G.	FEA	Candy Cane Grams Cost: \$1.00 Each	December 1, 2022 – December 23, 2022
H.	District	Car show, craft fair, walk for special needs, food trucks	May 20, 2023

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Mrs. Smith _____

In Favor _____ Abstain: _____ Opposed: _____

Informational Items

INFORMATIONAL ITEMS

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

- 1. 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: Halter
 Second by: Mrs. Bomba

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

In Favor 5 Abstain: 0 Opposed: 0

X. BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT-SPECIAL SERVICES SCHOOL DISTRICT

**Board Secretary/
Business
Administrator -
SCSSSD**

A. Board Secretary Report

**Board Secretary
Report**

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the months of August 2022 and September 2022. The Board Secretary certifies that no line item account has been over-expended in violation of N.J.A.C. 6A:23-2.12 (a) 1 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

 Business Administrator/Board Secretary

November 1, 2022

 Date

**Reconciliation of
Cash**

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 August 2022 and September 2022. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the months of August 2022 and September 2022.

C. Board Secretary Certification

**Board Secretary
Certification**

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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

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

Transfers

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

F. Warrants

Warrants

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

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

Action: Approved X Disapproved _____ Held for Study _____

Motion by: Halter _____

Second by: Ransome _____

Roll Call

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

In Favor: 5 . Abstain: 0 _____ Opposed: 0 _____

Board Secretary/Business Administrator New Business:

Board Secretary -
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.

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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. 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.

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**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.

FMLA/NJFLA

FMLA/NJFLA:

None

Transfer:

None

Transfer

Resignation:

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.

Action: Approved X Disapproved _____ Held for Study _____

Roll Call

Motion by: Mr. Ransome

Second by: Mr. Davis

Mr. Davis Y Mr. Ransome Y

Mr. Donelson Y Mrs. Bomba Y

Mr. Halter Y Ms. Nicolosi _____

Mrs. Smith _____

In Favor: 5 Abstain: _____ Opposed: _____

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Programs

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.

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.

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

Roll Call

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Mrs. Smith _____

In Favor: 5 Abstain: _____ Opposed: _____

Professional
Development

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 Roll Call
 Motion by: _____
 Second by: _____
 Mr. Davis _____ Mr. Ransome _____
 Mr. Donelson _____ Mrs. Bomba _____
 Mr. Halter _____ Ms. Nicolosi _____
 Mrs. Smith _____
 In Favor: _____ Abstain: _____ Opposed: _____

POLICY

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 X Disapproved Held for Study Roll Call
 Motion by: Mr. Ransome
 Second by: Mrs. Bomba
 Mr. Davis Y Mr. Ransome Y

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Mr. Donelson	<u>Y</u> _____	Mrs. Bomba	<u>Y</u> _____
Mr. Halter	<u>Y</u> _____	Ms. Nicolosi	_____
		Mrs. Smith	_____
In Favor:	<u>5</u>	Abstain:	_____
		Opposed:	_____

B. Old Business:

Old Business

Action: Approved___ Disapproved _____ Held for Study_____

Motion by: _____

Second by: _____

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

In Favor_____ Abstain: _____ Opposed: _____

INFORMATIONAL ITEMS

Information Items

- 1. Request and Recommendation for Board of Education to Accept the Student Placement and Student Financial Report for the Month of September.** It is recommended that the Board of Education to accept the [Student Enrollment Report](#) , the [Student Comparison Report](#) and [Student Financial Report](#) for the month of September.

- 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 X Disapproved _____ Held for Study_____

Motion by: Mr. Davis

Second by: Mr. Halter

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

In Favor: 5 Abstain: _____ Opposed: _____

3. Principal's/Administrator's Reports

[Cumberland](#)
[Salem Campus](#)

Principal's/Administrator's Reports

AUDIENCE PARTICIPATION II / FREEHOLDER LIAISON RECOGNITION / BOARD COMMENT

Audience Participation II

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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.
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 8:34 pm

Recess Into
Executive Session
8:34 p.m.

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:
Solar

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:

Principal's/Admins
trator's Reports

6. Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically:

Audience
Participation II

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about January 1, 2023, at a salary of \$115,000, prorated. 20 banked sick days will be carried over as well.

Action: Approved X Disapproved _____ Held for Study _____ Roll Call
Motion by: Mr. Davis
Second by: Mr. Halter
Mr. Davis Y Mr. Ransome Y
Mr. Donelson Y Mrs. Bomba Y
Mr. Halter Y Ms. Nicolosi _____
Mrs. Smith _____
In Favor: 5 Abstain: _____ Opposed: _____

XV. ADJOURNMENT 8:52 PM

**Adjournment 8:52
p.m.**

Action: Approved X Disapproved _____ Held for Study _____
Motion by: Mr. Halter
Second by: Mr. Davis
Mr. Davis Y Mr. Ransome Y
Mr. Donelson Y Mrs. Bomba Y
Mr. Halter Y Ms. Nicolosi _____
Mrs. Smith _____
In Favor: 5 Abstain: _____ Opposed: _____

Respectfully Submitted,

Jennifer Bates
Assistant Superintendent
Business Administrator/Board Secretary
SCVTS

Frank H. Maurer, III
Assistant Superintendent
Business Administrator/Board Secretary
SCSSSD