

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 21, 2023**

- 1. It is Recommended that the Board of Education Approve Three Board Members to Conduct Contract Negotiations with the SCVTSEA and Salem County Vocational Schools Administrators Association.**

It is recommended that the Board of Education approve the appointment of Board members as the Contract Negotiations Committee.

- A. Linwood Donelson
- B. Patricia Bomba
- C. James Davis

- 2. It is Recommended that the Board of Education Approve Three Board Members to Conduct Contract Negotiations with the SCVTSEA and Salem County Special Services Administrators Association.**

It is recommended that the Board of Education approve the appointment of Board members as the Contract Negotiations Committee.

- A. Linwood Donelson
- B. Patricia Bomba
- C. James Davis

- 3. It is Recommended that the Board of Education Approve Three Board Members to Conduct Contract Negotiations with the SCVTSEA and Salem County Special Services Educational Association.**

It is recommended that the Board of Education approve the appointment of Board members as the Contract Negotiations Committee.

- A. Linwood Donelson
- B. Patricia Bomba
- C. James Davis

Action: (Items 1-3)
 Approved _____ Disapproved _____ Held for Study _____
 Motion by: _____
 Second by: _____
 Mr. Davis _____ Mrs. Bomba _____
 Mr. Donelson _____ Mr. Ransome _____
 Mr. Halter _____ Mrs. Smith _____
 Ms. Nicolosi _____
 Abstain: _____ Opposed: _____

C. Correspondence -

1. Commissioner Allen-McMillan
2. Mrs. Maria Alleva
3. **Dalton Hughes** (SCSSSD Maintenance Mechanic) Living Saving Award October 16, 2023. Photo

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AGENDA – NOVEMBER 21, 2023**

D. Presentations

1. Lorraine Byard Retirement Resolution

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

Abstain: _____ Opposed: _____

2. Mechatronics Program and Classroom

3. SCSSSD Enrollment and Programs

4. Student of the Month

Cumberland - Devin Parente & Musa Rehman
 Daretown - A'lonni Allen
 RDS-Salem - Kaleb Moore
 Career and Technical High School - Allyson Scioli

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

Abstain: _____ Opposed: _____

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

A. Board Secretary Report

Board Secretary's Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 2023 (revised), August 2023 (revised), and September 2023. 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 21, 2023

 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 2023 (revised), August 2023 (revised), and September 2023. The Reconciliation of Cash for School Funds Report and Board Secretary's Report are in agreement for the months of July 2023 (revised), August 2023 (revised), and September 2023.

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- 2. Request and Recommendation for Board of Education Approval to Cancel Check #41426 to Holiday Inn Express (Poughkeepsie) in the amount of \$300.**

It is requested by the Business Administrator that the Board of Education approve to cancel check #41426 in the amount of \$300. The check was for hotel costs for Brian Quinn to attend the Seafood Boot Camp Professional Development at The Culinary Institute of America funded through the Perkins Secondary Grant. The check amount did not match the total charges and was therefore declined by Holiday Inn Express. The check will not be reissued.

- 3. Request and Recommendation for Board of Education Approval to Cancel Check #41212 to KDI Office Technology in the amount of \$154.04.**

It is requested by the Business Administrator that the Board of Education approve to cancel check #41212 in the amount of \$154.04. The check was not cashed and KDI Office Technology has requested a new check. A check will be reissued in the same amount.

- 4. Request and Recommendation for Board of Education Approval of a Refund to Deboarh Schmid for a Thanksgiving Sale Duplicate Order.**

It is recommended by the Business Administration for Board of Education approval to refund \$197 to Deboarh Schmid. Ms. Schmid placed a duplicate online order for the Thanksgiving Sales.

- 5. Request and Recommendation 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 \$599 to Erika Rodolico, an Adult Medical Assistant student. Ms. Rodolico made a partial payment prior to being fully funded through the CCOG-CVT grant.

- 6. Request and Recommendation for Board of Education Approval of the Donation of Outdoor Power Equipment**

It is recommended by the Business Administrator that the Board of Education approve the donation of outdoor power equipment from James Boakes.

- 7. Request and Recommendation for Board of Education Approval of a Donation of Wood and Gluing Bench for the Construction Program.**

It is recommended by the Business Administrator that the Board of Education approve a donation of wood to the Construction Program from Eleanor Peterson of Mullica Hill, NJ. The wood is valued at \$4,000.00. The gluing workbench is valued at \$500.00.

- 8. Request and Recommendation for Board of Education Approval of a Speaking Engagement Services Agreement between SCVTS and Ruby & Theodore, LLC, F/S/O Brandon Novak**

It is recommended by the Business Administrator that the Board of Education approve the Speaking Engagement Services Agreement with Ruby & Theodore, LLC, F/S/O Brandon Novak in the amount of \$3,500. Mr. Novack is a best selling

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 21, 2023**

IX. SUPERINTENDENT’S REPORT - VOCATIONAL TECHNICAL SCHOOL DISTRICT

A. New Business:

PERSONNEL:

1. Request and Recommendation of the Superintendent for Approval of the Revised 2023-2024 Salary Increases for the Unaffiliated Staff

It is requested by the Superintendent that the Board of Education approve the revised salary increases for the unaffiliated 12 month staff.

2. Request and Recommendation for Board of Education Approval of a Rate Increase for Part-Time Adult Program Evaluators/Instructors.

It is requested by the Superintendent that the Board of Education approve an increase in the hourly rate for the following Adult Program part-time staff.

- increase the RN State Evaluators part-time hourly rate for the Certified Nurse Aide exam from \$31.00 per hour to \$38.00 per hour.
- increase the RN Instructor part-time hourly rate from \$31.00 to \$38.00 per hour.

New Hire:

3. Request and Recommendation for Board of Education Approval of Tazreen Uddin as a Substitute Teacher.

It is requested by the Superintendent that the Board of Education approve Tazreen Uddin as a substitute teacher at CTHS at an on-call rate of \$125/day, effective October 25, 2023.

4. Request and Recommendation for Board of Education Approval of Joseph Alexander as the Adult Program Mechatronic Instructor.

It is requested by the Superintendent that the Board of Education approve Joseph Alexander as the part-time Adult Program Mechatronics Instructor effective December 1, 2023. Mr. Alexander will be paid in accordance with the 2022-2025 Adjunct Staff Salary Guide. Timesheets are required for payment.

Mr. Alexander is required to attend training for this position at no cost. If Mr. Alexander does not complete two (2) full academic years subsequent to the completion of the required training, Mr. Alexander shall be responsible for repaying 100% of the training costs paid by the Board of Education. Exceptions to this provision will be proof of a major life change, including but not limited to moving out of state, being Rif'd from full time to part time, military service, disability, or retirement, termination (except for cause) and non-renewals.

5. Request and Recommendation for Board of Education Approval of Morgan Woods as the Work Based Learning Coordinator Effective January 1, 2023.

It is requested by the Superintendent that the Board of Education approve Morgan Woods as the WBL Coordinator to oversee all cooperative education and

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AGENDA – NOVEMBER 21, 2023**

work based learning program students. Mrs. Woods has completed all required training and certifications to assume these responsibilities.

6. Request and Recommendation of the Superintendent for Board of Education Approval of the Employment of the following stipend position for the 2023-2024 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 2023-2024 school year.

| First name | Last name | Position |
|------------|------------|---------------------------------|
| Matt | DiTizio | Bowling Head Coach |
| Mark | Kasubinski | Bowling Assistant Coach |
| Bryan | Riley | Boys Basketball Head Coach |
| Matt | Dickens | Boys Basketball Assistant Coach |
| Bridgit | Cerone | Girls BasketBall Head Coach |
| Mark | Kasubinski | Scoreboard Operator |
| Kimberly | Kraky | Scoreboard Operator (backup) |

7. Request and Recommendation for Board of Education Approval of Grant Funded Staff Members for 2023-2024 School year.

| Grant Staff | Position | Portion of Salary Paid with Grant Funds |
|---------------|---|--|
| Maria Alleva | ABE/ESL/Civics Intake Specialist/Career Counselor | Not to exceed \$88,317 |
| Angel Brown | ABE/ESL/Civics Instructor - Full Time Salem Correctional Facility | Not to exceed \$77,499 |
| Roger Call | ABE/ESL/Civics Instructor - Part Time | \$38.00 per hour, not to exceed 28 hours per week, no benefits |
| Alicia Smith | ESEA Title I-Full Time Chief Academic Instructional Coach | Not to exceed \$110,000 |
| Brittany Blue | ABE/ESL/Civics Instructor - Part Time | \$30.00 per hour, not to exceed 28 hours per week, no benefits |

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8. Request and Recommendation for Board of Education Approval of the 21st Century Community Learning Center (21st CCLC) funding for the following staff for the 2023-2024 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 | Salary |
|--|-----------------------|---------------|
| Amira Dunn - Substitute | 21st CCLC | \$38 per hour |
| Kenneth Rafter - Instructor | 21st CCLC | \$38 per hour |
| Kenneth Rafter - Substitute Site Coordinator | 21st CCLC | \$43 per hour |

FMLA/NJFLA/LOA:

Roll Call Items 1-8

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

PROFESSIONAL DEVELOPMENT:

1. Request and Recommendation for Board of Education Approval of Professional Development Workshops for Salem County Vocational Technical Schools Personnel.

It is recommended by the Superintendent that the Board of Education approve professional development workshops for the Salem County Vocational Technical Schools personnel.

| Description of Professional Development or School Improvement Activity or Workshop | Participant(s) | Cost Per Participant | Total cost |
|---|-----------------------|-----------------------------|------------------------|
| Siemens Mechatronic Systems Certification | Joseph Alexander | \$3,950 registration | \$6,970 NJEDA Grant |

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| | | | |
|---|------------------|---|---|
| Program: Systems Approach Paradigm Week Spartanburg, SC December 3, 2023 to December 9, 2023 | | \$700 air fare \$1300 hotel \$420 meals \$600 rental car | |
| Lindsey Doran Mental Health First Aid For Youth (Virtual) December 6, 2023 | Lindsey Doran | \$0 registration | \$125 Substitute |
| High School Data Science at Rowan University, Glassboro, NJ January 9, 2024 | Tara Cunningham | Reg.: \$199.00 | \$199 Title II A \$125 Substitute |
| Siemens Mechatronic Systems Certification Program: Instructor Certification: Level I Atlanta, GA January 28, 2024 to February 3, 2024 | Joseph Alexander | \$3,950 registration Travel costs to be approved at the December BOE meeting | \$3,950 NJEDA Grant |
| Beyond School Hours National Conference New Orleans, LA February 14-17, 2024 | Jeanette Jackson | \$625 registration \$1,215.84 hotel \$700 air fare \$407 meals and incidentals per gsa | \$2,947.84 21st CCLC |
| The Witches of Salem 1692 The College of New Jersey in Ewing NJ February 29, 2024 | Cindia Gredesky | Reg \$275.00 Mileage: \$48.22 | \$275 Title IIA \$125 Substitute |

Action: Item 1

Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

Mr. Davis _____ Mr. Ransome _____

Mr. Donelson _____ Mrs. Bomba _____

Mr. Halter _____ Mrs. Smith _____

Mrs. Nicolosi _____

Abstain: _____ Opposed: _____

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

- 1. Request and Recommendation for Board of Education Approval to Continue with the One Year Subscription for OnCourse Lesson Planner for the 2023-2024 School Year.**

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 2023-2024 school year in the amount of \$1,911.71. 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 to accept the following FY2024 Grants:**

- FY2024 21st Century Community Learning Centers Grant in the amount of \$500,000 (year 1 of 5) beginning September 1, 2023

- 3. Request and Recommendation for Board of Education Approval to Approve the Submission of the NJQSAC District Performance Report for the Salem County Vocational Technical School District.**

It is recommended by the Superintendent that the Board of Education approve the submission of the NJQSAC District Performance Review, Declaration Sheet and board resolution for the Salem County Vocational Technical School District. This is a requirement of the New Jersey Quality Single Accountability Continuum (NJQSAC).

- 4. Request and Recommendation for Board of Education Approval of a Program Agreement with the Food Bank of South New Jersey, Inc. and the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2028 hosted at Penns Grove Carneys Point Regional School District.**

It is recommended by the Superintendent that the Board of Education approve program agreements with the Food Bank of South New Jersey, Inc. and the SCVTS 21st CCLC Salem County Achievers program hosted at P W Carleton, Penns Grove Middle School, and Penns Grove High School. The program will provide weekend, shelf stable meals consisting of two breakfast items and three dinner items. Students will receive the meals at the end of each week of the program to take home. There is no cost to the district for this program.

- 5. Request and Recommendation for Board of Education Approval of FamCare and Acenda Integrated Health Systems (Riverview Family Success Centers in Penns Grove, Pennsville & Salem) to provide services to the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2028 students.**

It is recommended by the Superintendent that the Board of Education approve FamCare and Acenda Integrated Health Systems (Riverview Family Success Centers) to provide services to the SCVTS 21st CCLC Salem County Achievers program hosted at Penns Grove Carneys Point Regional School District - Paul W. Carleton School, Penns Grove Middle School, Penns Grove High School. The program provided through FamCare will help students to establish trusted adult relationships. The Riverview Family Success Center will provide various support

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services for our students and families. There is no cost to the district for these programs.

6. Request and Recommendation for Board of Education Approval of the Gear Up Program for the 21st CCLC Salem County Achievers 2028 Program.

It is recommended by the Superintendent that the Board of Education approve the GEARUP/College Bound program to the SCVTS 21st CCLC Salem County Achievers program hosted at Penns Grove Middle School and Penns Grove High School. GEARUP/College Bound program, in partnership with Salem Community College, is a free program that will provide workshops on various topics (college and career planning, executive functioning skills, SEL, or other topics/skills) that may be helpful/relevant to the students and families.

7. Request and Recommendation for Board of Education Approval of Services Provided by the Community Food Bank of New Jersey, Inc. and the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2028 hosted at Penns Grove Carneys Point Regional School District.

It is recommended by the Superintendent that the Board of Education approve services provided by the Community Food Bank of New Jersey, Inc. and the SCVTS 21st CCLC Salem County Achievers program hosted at P W Carleton, Penns Grove Middle School and Penns Grove High School. The services will provide NJ SNAP-Ed nutrition and fitness education programming and is at no cost to the district.

8. Request and Recommendation for Board of Education Approval of a Program Agreement with the Gateway Wellness Center (Gateway Community Action Partnership) and the Salem County Vocational Technical Schools 21st CCLC Salem County Achievers 2028 hosted at Penns Grove Carneys Point Regional School District.

It is recommended by the Superintendent that the Board of Education approve services with the Gateway Wellness Center (Gateway Community Action Partnership) and the SCVTS 21st CCLC Salem County Achievers program hosted at Paul W. Carleton School, Penns Grove Middle School, and Penns Grove High School. The program will provide SEL and mental health prevention services to our students and families.

9. Request and Recommendation for Board of Education Approval of GED Testing Dates.

It is recommended by the Superintendent that the Board of Education approve GED testing dates for November 2023 through June 2024. 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:

| <u>Date</u> | <u>Time</u> |
|----------------------------|-------------|
| November 29th,30th | 5:30pm |
| December 7th,8th,14th,15th | 5:30pm |
| January 4th,5th,18th,19th | 5:30pm |

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| | |
|----------------------------|--------|
| February 1st,2nd,15th,16th | 5:30pm |
| March 7th,8th,25th,26th | 5:30pm |
| April 25th,26th,11th,12th | 5:30pm |
| May 6th,7th,9th,10th | 4:30pm |
| June 13th,14th,24th,25th | 4:30pm |

10. 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.

11. 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.

12. Request and Recommendation for Board of Education Approval of fundraising activities for the Career and Technical High School for the 2023-2024 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 | COST |
|----|---------------------|--|---------------------------------------|-------------|
| A. | NTHS | Selling seasonal treats. The treats will cost \$1.00 - \$3.00. Proceeds will go to a charity chosen by NTHS students officers. | Throughout the 2023/2024 school year. | N/A |
| B. | Chess Club | Selling Chess Club t-shirts and sweatshirts. JD Enterprises will design the shirts. The t-shirts will cost \$20.00. The sweatshirts will cost \$30.00. | November 27, 2023 - December 8, 2023 | N/A |

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AGENDA – NOVEMBER 21, 2023**

| | | | | |
|----|---------------|---|---------------------------------------|---|
| | | Chess Club will profit \$2-\$4 off each sale. The funds will be used towards future Chess Club expenses | | |
| C. | Culinary Club | Christmas Cookies | November 27, 2023 to December 8, 2023 | |
| D. | FFA | Breakfast with Santa at Elmer Grange Hall 535 Daretown Rd. Elmer, NJ 08318 Members of the community can purchase tickets for a breakfast prepared by the FFA members. A professional Santa will meet with the children. Tickets are \$10 for kids and \$15 for adults. | December 16, 2023 | \$15 per hour for Advisor with a \$75 maximum |

13. Request and Recommendation for Board of Education Approval of Student Community Service Projects for the 2023-2024 school year.

| Community Service Project | Date | District Cost |
|---|---------------------|----------------------|
| The Class of 2027 will sponsor a can food collection drive for the upcoming holiday season. The Class will work to collect over 2027 pounds of canned goods and donated items to address food insecurity and donate the items to food pantries throughout Salem County. | 11/21/23 to 12/8/23 | N/A |

Roll Call Item 1-13

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
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Mrs. Nicolosi _____

Abstain: _____ Opposed: _____

B. Old Business:

1.

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

Mr. Davis _____ Mr. Ransome _____

Mr. Donelson _____ Mrs. Bomba _____

Mr. Halter _____ Mrs. Smith _____

Mrs. Nicolosi _____

Abstain: _____ Opposed: _____

POLICY

1. 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 1524 School Leadership Councils (Abolished)~~
- P & R 1642.01 Sick Leave (New)
- P 2270 Religion in the Schools (Revised)
- P & R 2419 School Threat Assessment Teams (M)(New)
- P 3161 Examination for Cause (Revised)
- P & R 3212 Attendance (M) (Revised)
- P 3324 Right of Privacy (Revised)
- ~~P & R 3432 Sick Leave (Abolished)~~
- P 4161 Examination for Cause (Revised)
- P & R 4212 Attendance (M) (Revised)
- P 4324 Right of Privacy (Revised)
- ~~P & R 4432 Sick Leave (Abolished)~~
- P & R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P & R 5116 Education of Homeless Children and Youths (Revised)
- ~~P & R 5460.02 Bridge Year Pilot Program (M) (Abolished)~~
- ~~P 6361 Relations With Vendors for Abbott Districts (Abolished)~~
- P 8500 Food Services (M) (Revised)
- ~~P 8540 School Nutrition Programs (M) (Abolished)~~

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 21, 2023**

~~**P 8550 Meal Charges/Outstanding Food Service
Bill (M) (Abolished)**~~

Action: ITEMS 1 Approved ____ Disapproved ____ Held for Study ____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

INFORMATIONAL ITEMS

CTHS Principal's Report
CTHS Discipline Report
SCVTS Program Enrollment Report
21st CCLC Program Reports
Paul W. Carlton
Penns Grove Middle
Penns Grove High School

1. Information regarding CTHS students (ID# 102911, 102919 and 103967) who have requested to independently manage their diabetes in school on a daily basis. (Information available upon request).
2. **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: Items 1-2

Approved ____ Disapproved ____ Held for Study ____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 21, 2023**

**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 October 2023. 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 23, 2021 Date |
|--|---------------------------|

B. Reconciliation of Cash for School Funds Report

Reconciliation of Cash for School Funds Report in accordance with 18A:17-36 and 18A:17-9 for the month of October 2023. The Reconciliation of Cash for School Funds Report and Board Secretary’s Report are in agreement for the month of October 2023.

C. Board Secretary Certification

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

D. Board of Education Certification

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

E. Transfer of Funds

It is recommended that the Board of Education approve the transfer of funds report.

F. Warrants

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

- SCSSSD Payroll Period Ending October 13, 2023 in the amount of \$414,558.20.
- SCSSSD Payroll Period Ending October 30, 2023 in the amount of \$417,294.40.
- Payments for the period of month of October 2023 in the amount of \$1,703.042.37.

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3. **Request and Recommendation for Board of Education Approval of MaryAnn Liber as a 12 month Secretary for Related Services.**
It is requested by the Superintendent that the Board of Education approve MaryAnn Liber as a 12 month Secretary for Related Services effective November 27, 2023 at the rate of \$41,711 (12 month, Step 8), prorated.

4. **Request and Recommendation for Board of Education Approval of Secoya Robinson as a 10-month Instructional Assistant at Daretown.**
It is requested by the Superintendent that the Board of Education approve Secoya Robinson as a 10-month Instructional Assistant at Daretown, effective November 01, 2023 at a rate of \$20,078.00 (Step 4).

5. **Request and Recommendation for Board of Education Approval of Carol Powers as a 10-month Instructional Assistant for RDS.**
It is requested by the Superintendent that the Board of Education approve Carol Powers as a 10-month Instructional Assistant at RDS, effective November 06, 2023, at a rate of \$24,433.00 (Step 10).

6. **Request and Recommendation for Board of Education Approval of Kasondra Moore as a 10-month Instructional Aide at Cumberland.** It is requested by the Superintendent that the Board of Education approve Kasondra Moore as a 10-month Instructional Assistant at Cumberland, effective November 20, 2023, at \$24,433.00 (Step 10).

Transfer:

7. **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 classroom assignments for the following staff:

| Name | From | To |
|---------------|--------------|--------------|
| Shay Fourman | ASD Room 109 | MD Room 105 |
| Jessica Wolfe | MD Room 105 | ASD Room 109 |

FMLA/NJFLA/LOA:

8. **Request and Recommendation for Board of Education Approval of Unpaid Leave of Absence for Shanna Scott.**
It is requested by the Superintendent that the Board of Education approve the unpaid leave of absence for Shanna Scott, Teacher at RDS, beginning on or about January 1, 2023 until on or about June 30, 2023.

Retirement:

Resignation:

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 21, 2023**

9. Request and Recommendation for Board of Education Approval of Resignation of Natalie Chick

It is recommended by the Superintendent that the Board of Education approve the resignation of Natalie Chick as a Physical Therapist for Related Services, effective November 8, 2023.

10. Request and Recommendation for Board of Education Approval of Resignation of Nancy Bello

It is recommended by the Superintendent that the Board of Education approve the resignation of Nancy Bello as a Paraprofessional for the Cumberland Campus, effective December 1, 2023.

11. Request and Recommendation for Board of Education Approval of Resignation of Deanna Latona

It is recommended by the Superintendent that the Board of Education approve the resignation of Deanna Latona as a Paraprofessional for the Cumberland Campus, effective November 17, 2023.

12. Request and Recommendation for Board of Education Approval of Resignation of Felicia Hitchner

It is recommended by the Superintendent that the Board of Education approve the resignation of Felicia Hitchner as a Speech Therapist for Related Services, effective December 31, 2023.

Terminations:

Roll Call Items 1-12

Action: Approved _____ Disapproved _____ Held for Study _____

Motion by: _____

Second by: _____

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

Abstain: _____ Opposed: _____

PROGRAMS:

1. 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.

2. 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 (none).

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 21, 2023**

- P & R 2419 School Threat Assessment Teams (M)(New)**
- P 3161 Examination for Cause (Revised)**
- P & R 3212 Attendance (M) (Revised)**
- P 3324 Right of Privacy (Revised)**
- ~~**P & R 3432 Sick Leave (Abolished)**~~
- P 4161 Examination for Cause (Revised)**
- P & R 4212 Attendance (M) (Revised)**
- P 4324 Right of Privacy (Revised)**
- ~~**P & R 4432 Sick Leave (Abolished)**~~
- P & R 5111 Eligibility of Resident/Nonresident
Students (M) (Revised)**
- P & R 5116 Education of Homeless Children and Youths
(Revised)**
- ~~**P & R 5460.02 Bridge Year Pilot Program (M) (Abolished)**~~
- ~~**P 6361 Relations With Vendors for Abbott Districts
Abolished)**~~
- P 8500 Food Services (M) (Revised)**
- ~~**P 8540 School Nutrition Programs (M) (Abolished)**~~
- ~~**P 8550 Meal Charges/Outstanding Food Service
Bill (M) (Abolished)**~~

Roll call 1 Item

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

Abstain: _____ Opposed: _____

INFORMATIONAL ITEMS

1. Request and Recommendation for Board of Education to Accept the Student Placement and Student Financial Report for the Month of October 2023.

It is recommended that the Board of Education to accept the Student Placement Report and Student Financial Report for the month of October 2023 This report has been modified after the last meeting to give more accurate and greater detail to the Board of Education.

2. Request and Recommendation for Board of Education Approval to Accept and Approve the Monthly HIB Report SCSSSD (May Be Appropriate for

**SPECIAL SERVICES SCHOOL DISTRICT & VOCATIONAL TECHNICAL SCHOOL DISTRICT
AGENDA – NOVEMBER 21, 2023**

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:

Administrative Coverage; Technology

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

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

7. Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:

8. Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:

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

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

