

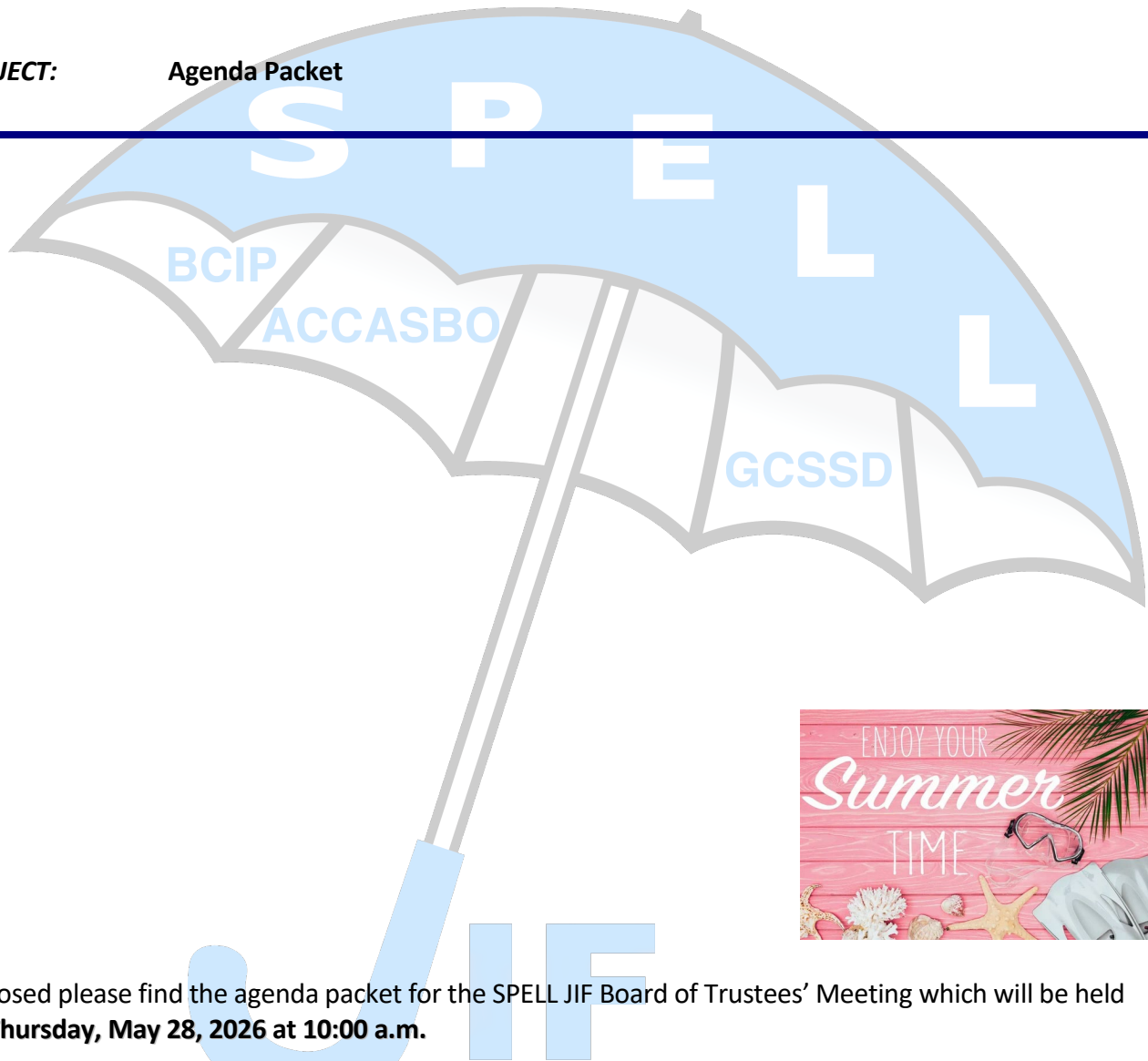
**SCHOOL POOL FOR EXCESS LIABILITY LIMITS  
JOINT INSURANCE FUND**

**TO:** Fund Trustees  
Fund Alternate Trustees  
Fund Professionals

**FROM:** Brad Hoffman, Executive Director  
Craig H. Wilkie, Deputy Executive Director  
Scott C. Tennant, Deputy Executive Director

**MEETING DATE:** May 28, 2026

**SUBJECT:** Agenda Packet



Enclosed please find the agenda packet for the SPELL JIF Board of Trustees' Meeting which will be held on **Thursday, May 28, 2026 at 10:00 a.m.**

If you have any questions, please do not hesitate to contact Annette Reap of our office at [Annette\\_Reap@RPAdmin.com](mailto:Annette_Reap@RPAdmin.com)

**School Pool for Excess Liability Limits Joint Insurance Fund  
SPELL JIF**

**Thursday, May 28, 2026 – 10:00 AM**

**MEETING AGENDA**

- I. The Meeting is called to Order.
  
- II. Statement of Compliance with the Open Public Meetings Act
  - A. Notice of this meeting was given by sending sufficient notice herewith to the newspapers recognized by owner groups;
  - B. Filing advance written notice of this meeting with each owner group and their member districts; and
  - C. Posting notice on the public bulletin boards of all municipalities served by the member districts of each owner group.
  
- III. Roll Call
  - A. **2025-2026 Trustees**
    - Thomas P. Grossi, Greater Egg Harbor RHSD, **Chair** – ACCASBO JIF
    - Robert F. Wachter, Jr., Mt. Laurel Twp BOE, **Vice Chair** – BCIP JIF
    - Christopher Veneziani, Hamilton Township SD, **Secretary** – ACCASBO JIF
    - Joseph Collins, Elk Twp/Delsea Regional, Trustee – GCSSD JIF
    - Beth Ann Coleman, Alternate Trustee – BCIP JIF
    - Frank Maurer, Salem County SSSD/Salem County Vo-Tech School District – GCSSD JIF
  
  - B. **2025-2026 Alternate Trustees**
    - Chandra Coady, Mainland Regional, Alternate Trustee – ACCASBO JIF
    - Dr. Diane Fox, Middle Township BOE, Alternate Trustee – ACCASBO JIF
    - Kathleen Huder, Lindenwold BOE, Alternate Trustee – BCIP JIF
    - Dennis Nettleton, Ewing Township PS – BCIP JIF
    - John Ogunkamni, Pennsauken PS, Alternate Trustee – GCSSD JIF
    - Ron Latham, Pine Hill Public Schools, Alternate Trustee – GCSSD JIF
  
  - C. **2025-2026 Fund Professionals**
    - Bradford Hoffman, Director of Program Administration – RPA/Gallagher
    - Craig H. Wilkie, Sr. Program Administrator – RPA/Gallagher
    - Scott C. Tennant, Sr. Program Strategist– RPA/Gallagher
    - Amelio Breglia, Associate Program Director – RPA/Gallagher
    - Pat Madden, Esquire, Fund Solicitor
    - Lorraine Verrill, CPA, Fund Treasurer – Verrill & Verrill, LLC
    - Rick Hillman, SPELL 360 Safety Director – Ironwood Consulting, LLC
    - Annette Reap, Recording Secretary
  
- IV. Approval of Minutes – **ADOPTION**
  - A. April 16, 2026 Minutes .....Pages 5-8

- V. Budget Hearing
  - A. Motion to open to the public
  - B. Motion to close to the public
  - C. 2026-2027 Budget – **ADOPTION** ..... Handout
  
- VI. Professional Reports
  - A. Treasurer – **MOTION REQUESTED**
    - 1. Bill List (May 2026) ..... Page 9
    - 2. Cash Reconciliation Reports (April 2026) ..... Page 10
  - B. Solicitor .....No Report
  - C. Student Accident Program .....No Report
  - D. Executive Director/Underwriting & Finance Director Report.....Pages 11-12
    - 1. UNDERWRITING & FINANCE DIRECTOR
      - a. 2026-2027 Renewal Negotiations/Proposal Presentation-**MOTION**..... Handout
      - b. 2026-2027 Coverage Document-**MOTION REQUESTED**..... Summary
      - c. 2026-2027 Risk Management Plan ..... Summary
      - d. 2026-2027 Certificate of Coverage ..... Summary
    - 2. EXECUTIVE DIRECTOR
      - a. 2026-2027 Membership Renewal ..... Summary
      - b. Marketing Update..... Summary
      - c. New Jersey Self-Insurers Conference .....Pages 13-16
      - d. JIF Leadership Changes ..... Summary
      - e. NJASBO 2026 Workshop Sponsorships ..... Summary
      - f. Safety 360 Seminar ..... Page 17
      - g. Claims Conclave-July 22, 2026 ..... Summary
      - h. SPELL 2026 Retreat Update ..... Summary
      - i. SPELL JIF 25<sup>th</sup> Anniversary ..... Summary
      - j. NJSBA/NJASA/NJASBO Fall Workshop ..... Summary
  - E. SPELL Safety 360 Program Director
    - 1. Activity Report – May 2026 .....Pages 18-20
  
- VII. Call to Order the Annual Reorganization Meeting
  
- VIII. Seating of 2026-2027 Trustees and Alternate Trustees – **ADOPTION**
  - A. Motion appointing Delegates and Alternate Delegates elected by each Owner Group, and listed below, as Trustees and Alternate Trustees, respectively.
  
- IX. **Roll Call**
  - A. **2026-2027 Trustees**
    - Thomas P. Grossi, Greater Egg Harbor RHSD– ACCASBO JIF
    - Robert F. Wachter, Jr., Mt. Laurel Twp BOE – BCIP JIF
    - Christopher Veneziani, Hamilton Township SD – ACCASBO JIF
    - Joseph Collins, Elk Twp/Delsea Regional, Trustee – GCSSD JIF
    - Beth Ann Coleman, Alternate Trustee – BCIP JIF
    - Frank Maurer, Salem County SSSD/Salem County Vo-Tech School District – GCSSD JIF

**B. 2026-2027 Alternate Trustees**

- Chandra Coady, Mainland Regional, Alternate Trustee – ACCASBO JIF
- Laurie Ryan, Upper Township BOE, Alternate Trustee – ACCASBO JIF
- Kathleen Huder, Lindenwold BOE, Alternate Trustee – BCIP JIF
- Dennis Nettleton, Ewing Township PS – BCIP JIF
- John Ogunkamni, Pennsauken PS, Alternate Trustee – GCSSD JIF
- Ron Latham, Pine Hill Public Schools, Alternate Trustee – GCSSD JIF

**X. Nominations**

- A. Election of Officers (Chair, Vice Chair, Secretary) ..... By Trustees

**XI. Oaths of Office**

- A. Chairperson..... Handout
- B. Vice Chairperson..... Handout
- C. Secretary ..... Handout
- D. Trustees..... Handout
- E. Alternate Trustees ..... Handout

**XII. 2026-2027 Reorganization Resolutions - ADOPTION**

- 1. 2026-01 Appointing Professional Staff ..... Pages 21-24
- 2. 2026-02 Adopting Procedures in Compliance with the Open Public Meetings Act . Pages 25-26
- 3. 2026-03 Adopting Fiscal Policies and Procedures ..... Pages 27-28
- 4. 2026-04 Designation of Signatories – Operating Account ..... Page 29
- 5. 2026-05 Designating the Public Agency Compliance Officer ..... Page 30
- 6. 2026-06 Appointing Certifying and Approving Officer ..... Pages 31-32
- 7. 2026-07 Authorization to Pay Professional Contract Fees in Non-Meeting Months ..... Page 33
- 8. 2026-08 Designation of Signatories – Disbursement Vouchers ..... Page 34
- 9. 2026-09 Approving the Risk Management Program ..... Page 35
- 10. 2026-10 Designating Public Records Custodian ..... Page 36
- 11. 2026-11 Authorizing Reinsurance and Group Insurance Purchases ..... Pages 37-38

**XIII. Miscellaneous Business and Public Comment**

The next meeting of the SPELL JIF is scheduled to be held on **Thursday, September 9, 2026** at 10:00 a.m. at the RPA/Gallagher offices, 6000 Sagemore Drive, Suite 6203, Marlton, NJ 08053.

**XIV. MOTION REQUESTED to Adjourn Meeting.**