

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

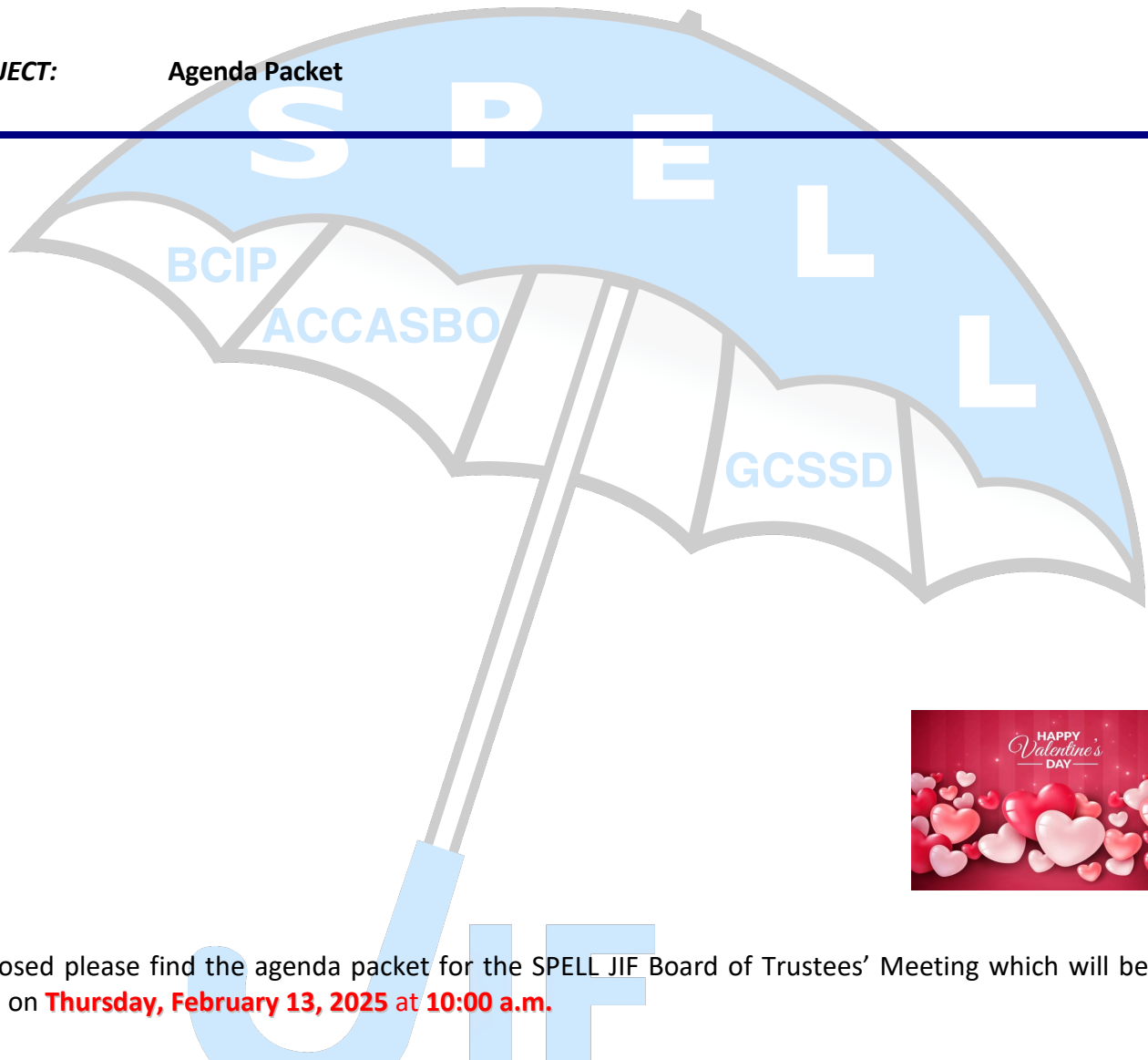
**TO:** Fund Trustees  
Fund Alternate Trustees  
Fund Professionals

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

**MEETING DATE:** February 13, 2025

**SUBJECT:** Agenda Packet

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Enclosed please find the agenda packet for the SPELL JIF Board of Trustees' Meeting which will be held on **Thursday, February 13, 2025 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, February 13, 2025 – 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. **2024-2025 Trustees**
    - ☐ Thomas P. Grossi, Greater Egg Harbor RHSD, **Chair** – ACCASBO JIF
    - ☐ Richard J. Kaz, Jr., Northern Burlington County RSD, **Vice Chair** – BCIP JIF
    - ☐ Christopher Veneziani, Hamilton Township SD, **Secretary** – ACCASBO JIF
    - ☐ Robert F. Wachter, Jr., Mt. Laurel Twp BOE, Trustee – BCIP JIF
    - ☐ Joseph Collins, Elk Twp/Delsea Regional, Trustee – GCSSD JIF
    - ☐ Scott Campbell, Greenwich Township, Trustee – GCSSD JIF
  
  - B. **2024-2025 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
    - ☐ Beth Ann Coleman, Alternate Trustee – BCIP JIF
    - ☐ Heather Mayhew, Pennsville PSD, Alternate Trustee – GCSSD JIF
    - ☐ Frank Maurer, Salem County SSSD/Salem County Vo-Tech School District – GCSSD JIF
  
  - C. **2024-2025 Fund Professionals**
    - ☐ Bradford Hoffman, Director of Program Administration – RPA, a subsidiary of Gallagher
    - ☐ Craig H. Wilkie, Sr. Program Administrator – RPA, a subsidiary of Gallagher
    - ☐ Scott C. Tennant, Sr. Program Strategist– RPA, a subsidiary of Gallagher
    - ☐ Pat Madden, Esquire, Fund Solicitor
    - ☐ Lorraine Verrill, CPA, Fund Treasurer – Verrill & Verrill, LLC
    - ☐ Rick Hillman, Virtual Safety Directory – Ironwood Consulting, LLC
    - ☐ Annette Reap, Recording Secretary
  
- IV. Approval of Minutes – **ADOPTION**
  - A. October 10, 2024 Minutes .....Pages 4-7

- V. 2024-2025 Revised Budget – **ADOPTION** .....Page 8
- VI. Professional Reports
  - A. Treasurer – **MOTION REQUESTED**
    - 1. Bill Lists (November 2024 to February 2025) ..... Pages 9-12
    - 2. Cash Reconciliation Reports (October thru December 2024).....Pages 13-15
  - B. Attorney
  - C. Student Accident Program Report .....Pages 16-24
  - D. SPELL Virtual Safety Program
    - 1. Activity Report - February.....Pages 25-27
  - E. Executive Director/Underwriting & Finance Director Report.....Pages 28-29
    - 1. UNDERWRITING & FINANCE DIRECTOR
      - a. Initial Budget Outlook 2025-2026 .....Summary
      - b. Reinsurance & Excess Insurance-Market Conditions/Concerns/Outlook .....Summary
      - c. Group Purchase Coverages-Market Conditions/Concerns/Outlook .....Summary
      - d. SPELL 360 Exposure Portal Update.....Summary
    - 2. EXECUTIVE DIRECTOR
      - a. 2025-2026 Membership Renewal .....Summary
      - b. 2025-26 Owner Group Membership Renewals-**MOTION REQUESTED** .....Summary
      - c. Marketing Update.....Summary
      - d. New Jersey Self-Insurer’s Spring Conference-**MOTION REQUESTED** .....Summary
- VII. **Miscellaneous Business and Public Comment**  
The next meeting of the SPELL JIF is scheduled to be held on **Thursday, April 10, 2025** at 10:00 a.m. at the RPA/Gallagher offices, 6000 Sagemore Drive, Suite 6203, Marlton, NJ 08053.
- VIII. **MOTION REQUESTED** to Adjourn Meeting.