

Board Minutes January 3, 2024

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
January 3, 2024**

CALL TO ORDER: A meeting of the Salem City Board of Education is called to order at 6:00 p.m. in the Salem High School Library located at 219 Walnut Street in Salem, New Jersey 08079.

OPEN MEETING: Mr. Schectman, Board Secretary, announced that adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975. The Salem City 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, the Courier Post, on the school website, with Salem City and Salem County Clerks and in a place of public notice located at the Salem City Board of Education Office, 205 Walnut Street, Salem, New Jersey.

FLAG SALUTE

Board Members

Sister Carol Adams
Kendra Fletcher
Daffonie Moore

Laquendala Bentley
Heidi Holden
Nilda Wilkins

Christopher Colon
Joan Hoolahan

Student Representative:

District Representatives:

Elsinboro: TBD
Quinton: Joanne Nacucchio (Absent)
Mannington: Dee DiTeodoro

Administrators:

Dr. Patrick Michel, Superintendent
Herbert Schectman, School Business Administrator
Dr. Meghan Taylor, Director of Special Services
John Mulhorn, Principal Salem High School
Jordan Pla, VP Salem High School
Darryl Roberts, VP Salem High School

Pascale DeVilme, Principal Salem Middle School
Mark Baker, VP Salem Middle School
Michele Beach, VP Salem Middle School (Absent)
Syeda Carter, Principal John Fenwick Academy
Shasharaa Blackshear, VP of Early Childhood
Ryan Caltabiano, Director of Curriculum, Instruction, and Grants

OTHERS: Mr. Corey Ahart, Esq.

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Reorganization of Board Members

1. Board of Education members were sworn in by Corey Ahart, Esq.

Sister Carol Adams
Laquendala Bentley
Christopher Colon
Dee DiTeodoro (Mannington)
Kendra Fletcher
Heidi Holden
Joan Hoolahan
Daffonie Moore
Joanne Nacucchio (Quinton) (Absent)
Nilda Wilkins

2. Roll Call:

Sister Carol Adams
Laquendala Bentley
Christopher Colon
Dee DiTeodoro (Mannington)
Kendra Fletcher
Heidi Holden
Joan Hoolahan
Daffonie Moore
Joanne Nacucchio (Quinton) (Absent)
Nilda Wilkins

3. Reorganization of the Board of Education:

Election of officers:

- a. President

Motion (LB/JH) Board opened the nominations for the position of President.

Motion (LB/JH) Board nominated Christopher Colon to serve as President.

Motion (LB/JH) Board closed the nominations for President.

Board voted by a roll call vote 9-0 to elect Christopher Colon President of the Salem City Board of Education from January 3, 2024 for one year or until his successor is elected and shall qualify.

- b. Vice President

Motion (SCA/LB) Board opened the nominations for the position of Vice President.

Motion (LB/JH) Board nominated Sister Carol Adams to serve as Vice President.

Motion (JH/HH) Board closed the nominations for Vice President.

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Board voted by a roll call vote of 9-0 to elect Sister Carol Adams as Vice President of the Salem City Board of Education from January 3, 2024 for one year or until her successor is elected and shall qualify.

c. Code of Ethics

Motion (LB/HH) Board adopted the New Jersey School Board Member Code of Ethics, with presentation by Attorney Corey Ahart, signature on file at Board Office.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

d. Appointment of Committees:

Motion (LB/HH) Board to establish the following Board of Education Committees with committee members pending the review and reappointment by the seated president:

- i. Personnel/Negotiations/Climate Committee
- ii. Facilities/Finance/Policy Committee
- iii. Curriculum/Technology/Student Committee
- iv. SCSBA Representative
- v. Urban Boards Delegate
- vi. Legislative Chairperson
- vii. Chamber of Commerce Delegate

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

e. NJSBA Delegate:

Motion (KF/HH) Board to approve the appointment of a Salem City Board of Education member as the NJSBA Delegate.

Name: Christopher Colon

Alternate: Laquendala Bentley

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

AUDIENCE PARTICIPATION

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting. Members of the public are encouraged to speak during the public portion of the meeting. Complaints stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date.

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. Identify the resolution on which you will be commenting.
4. Wait to be recognized before making your comment(s).
5. Limit your comments to the specific resolution.
6. Time is limited to three (3) minutes per person.
7. If your questions or comments pertain to litigation, student or personnel items or negotiations, we would ask that you see the Superintendent after the meeting since we do not discuss these items in public.

There was no Audience Participation.

PRESENTATION

ESS Snapshot

School Uniform Survey (2024-2025 school year) to be made available to teachers, students and parents. The results will be shared with the Board at the February 14th meeting.

IB Programme Diploma Recipients for 2023

Presentation by Ms. Jordan Pla
Aryana Furbush-Brewer
Hannah Sharp

Students of the month for December 2023:

John Fenwick Academy	Messior McMurren Blair	Kindergarten	Ms. Krupski
	A'Zera Donelson	Kindergarten	Ms. Livingston
Salem Middle School	Miles Oliver	6 th Grade	Ms. Nugent
	Gwyneth Hanna	6 th Grade	Ms. Nugent
Salem High School	Seymone Brewer	9 th Grade	Mr. Kline
	Cassidy Werkheiser	11 th Grade	Ms. Irvine and Ms. Dixon

Staff Member(s) of the month for December 2023:

Katie Luciani Child Study Team

BOARD COMMITTEE REPORTS

Finance: Everything is good

Curriculum: Everything is good

Personnel: Everything is good

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

Salem High School (SHS) Highlights:

- SHS hosted an IB Diploma Recipient meet and greet at 5:15PM this evening. Ms. Aryana Furbush-Brewer and Ms. Hannah Sharp were presented with their IB Diploma this evening
- Our student college bulletin board continues to grow!
- SHS Boys and Girls basketball teams competed in holiday tournaments over the Christmas break
- MidTerm Examinations slated for January 25-30 2024
- ACT Ultimate Course classes will begin Saturday February 3rd to select Juniors

Salem Middle School (SMS) Highlights:

- Enrollment has risen to 464 students grades 3-8
- Annual Winter Concert held on December 14th
- January 10th and 11th 8th grade students will participate in "At A Glance" at Salem High School
- Information shared regarding "Rites of Passage" program
- Basketball season has begun with Salem County Rural League; both JV and Varsity boys won their first game against Alloway

John Fenwick Academy (JFA) Highlights:

- Enrollment 395 total students
- JFA had a float in the Salem Christmas Parade and our 2nd grade choir performed
- JFA Winter Concert at SHS presented by Mr. Grimes on December 7
- Optical Academy (Vision exams/eyeglasses provided); 61 students participated
- Winter Coats (donated by Carlos Bell) gifted to 28 JFA student
- 46 K-2 students honored with medals for participation / completion of 100, 200 and 300 book challenges
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Motion (LB/KF) Board approved the regular minutes of December 13, 2023 Board of Education meeting.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS

Board Reports (Exhibit A)

___ Motion (LB/KF) Board approved the Board Secretary's reports in memo: **#2-A-E-7.**

- A. *Board approved the transfer of funds pursuant to 18A:22-8.1 for the month of November 2023.
- B. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending November 2023 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Salem City Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1
In accordance with N.J.A.C. 6A:23A-16.10 (c) 2, it is certified that anticipated revenue has changed for the month ending November 2023 as follows:

	<u>2/7/24</u>
Board Secretary	Date

- C. *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2023. The Treasurer's Report and Secretary's Report are in agreement for the month of November 2023 pending audit.
- D. Pursuant to N.J.A.C. 6A: 23A-16.10 (c) 4, the Salem City Board of Education certifies for the month ending November 2023 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- E. Board approved the Payment of Bills and Purchase Report:
From the General Account for Balance as summarized on attached board memo(s)
Board approved Purchases Report for December 2023 \$1,459,323.42

Payment of Bills: Listing of bills will be provided for approval at the February Board meeting

Confirmation of payrolls for December 2023

December 15, 2023	General Acct. Transfer	\$866,806.79
December 21, 2023	General Acct. Transfer	\$682,721.95

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

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Miscellaneous

Upon Recommendation of the Superintendent of Schools

Motion (LB/KF) Board Approved: **#2-F-7**

1. Board approved the following stipend position: District Community Liaison.
Board further approved the stipend amount of \$2,500.00 per year for this position. See attached job description and description of duties.

2. Board approved to receive the High Impact Tutoring Grade for grade 3 and grade 4 in the amount of \$96,487. Board further approved to award New Jersey Tutoring Corps the contract for tutoring for grades 3, 4 and 5. A Request for Proposal was issued on November 9th, 2023 and the bid opening was held on December 4th. NJTC will provide tutors from January 15 – May 30 to implement tutoring during the school day for students. The contract will be paid using funds from the High Impact Tutoring Grant in the amount of \$96,487. Account 20-450-100-300-00-BUS.

3. Board approved the Memorandum of Agreement between Education and Law Enforcement Officials.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

STUDENT MATTERS

Motion (LB/HH) Board Approved: **#4-A-7**

1. Board approved the following trip and activity requests:

Destination	Dates / Students	Staff / Bus / Fees
Richard Stockton University 101 Vera King Farris Drive Galloway Township NJ 8:30am – 2:15pm Contact: Jessica Grullon	January 18, 2024 Approx. 80 students College visitation	Mr. Gary Crowe Ms. Kaitlyn Weidner 5 Faculty Members 3 buses 2 substitutes No cost to students
Delaware State University 1200 North DuPont Highway Dover, DE 8:30am-12:30pm	March 13, 2024 Approx. 70 students College visitation	Mr. Gary Crowe Ms. Kaitlyn Weidner 5 Faculty Members 2 buses 2 substitutes No cost to students
Music in the Parks Dorney Amusement Park 4000 Dorney Park Road Allentown, PA 8am-4pm 610-395-3724	May 10, 2024 Approx. 30 students	Ms. Carleigh Toogood Mr. Nicholas Cesario 1 bus 2 substitutes \$70 per student, active fundraising

Costs

Substitutes: \$125.00 x 4 = \$500.00
 Substitutes: \$125.00 x 1 = \$125.00
 Substitutes: \$125.00 x 1 = \$125.00

Acc't: 15-130-100-101S-02 SMS
 Acc't: 15-212-100-101S-02 SMS
 Acc't: 15-212-100-106S-02 SMS

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Transpo Total = \$ 1, 805.88	Acc't: 15-000-270-512-02 SMS
(Transportation: \$300.98 [FD1 = trips more than 50 miles RT] x 6 buses = \$1,805.88)	

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

Home Instruction: In/ Out of District/Residential

Motion (LB/HH) Board Approved: **#7-C-7**

1. Board approved the following out of district placements for the 2023-2024 school year:

Student ID	School	Grade	Tuition - Prorated	Dates	Account #
01240025	Daretown	12	\$61,317.00	1/2/24-6/30/24	11-000-100-565-00-BUS
01280220	Daretown	8	\$61,317.00	1/2/24-6/30/24	11-000-100-565-00-BUS
01260014	Daretown	8	\$61,317.00	1/2/24-6/30/24	11-000-100-565-00-BUS

2. Board approved for high school special education student (01270048) to receive home instruction while attending the "A Step Ahead" program at Bridgeton Inspira Hospital. Instruction started on December 12, 2023; end date to be determined. Cost of instruction is \$35.00 per hour, two hours a day. Account number 11-000-219-320-00-CST.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

Miscellaneous

Motion (LB/HH) Board Approved: **#7-D-7**

1. Board approved for Drake Bartlett (resident district Penns Grove/Carney's Point) to attend Salem High School as a 9th grade pupil. Parent will provide transportation. Pupil is the child of Mrs. Rachel Hunt, teacher at Salem High School.
2. Board approved for Isabella Langley (resident district school Logan Township) to attend Salem High School as a 9th grade pupil. Parent will provide transportation. Pupil is the child of Mrs. Sandra Langley, teacher at Salem High School.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

B. Employment

Upon the Recommendation of the Superintendent of Schools

Motion (LB/HH) Board Approved: **#8-C-7**

1. Board approved the following returning substitute teacher for the 2023-2024 school year. Ms. DeVilme' will substitute at John Fenwick Academy only.

Alexa DeVilmé

2. Board approved of the employment of Cherish Hill as a One to One Paraprofessional for MD (K-1) at John Fenwick Academy for the 2023-2024 school year, beginning January 3, 2024. Ms. Hill's salary will be \$19,105 (Step 1/Tier II), prorated to January 3 start date. Salary is for the 2022-2023 school year and if applicable will be adjusted upon settlement of contract.

Motion approved by roll call vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

C. Financial Request

Upon the Recommendation of the Superintendent of Schools

Motion (LB/HH) Board Approved: **#8-D-7**

1. Board approved for the following staff members to be employed with the Salem City School District to proctor the ACT Prep Program. The program begins Saturday February 3, 2024 through Saturday, May 11, 2024*.

Proctors:

Bridget Cheeseman
Kristina Marion
Brianna Santarelli

Substitute Proctors

Steve Sheffield
Sandra Langley
Michael Deans
Tyberiusz Skarzynski

Teacher contracted rate: \$35.00* x 1 day/week

Up to 4.5 hours a day on 3 test days (3) and up to 3 hours a day on non-test days (10)

Account 15-140-100-101-03-SHS

*pay rate is from the 2022-2023 school year and will, if applicable, be adjusted upon settlement of contract.

2. Board approved for Thronna Busch to serve as District Community Liaison for Salem City School District and to receive the stipend amount of \$2,500.00 per year, effective January 4th, 2024. Stipend will be prorated to January 4th start date.
3. Board approved for the following Athletic Support Staff for Salem High School. Stipend indicated is from the 2022-2023 school year and will, if applicable, be adjusted upon settlement of the contract:

Event Staff (HS)	As Needed	\$33.75/game	Montrey Wright
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Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

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D. Leave of Absence

Motion (LB/HH) Board Approved **#8-E-7**

1. Board approved the following non-FMLA leave of absence:

<u>Employee</u>	<u>Requested Period</u>
Ruqayyah Ali	12/5/2023 – 4/5/2024

2. Board approved the following FMLA leaves of absence:

Employee ID#	1420	1575
Employee Name	R.A.	L.M.
Type of Leave	Bonding	Intermittent -Medical
Leave Requested	11/14/2023 – 12/05/2023	12/04/2023 – 12/03/2024
Fed Max Leave (max 90 days)	11/14/2023 – 12/05/2023	12/04/2023 – 12/03/2024
Time Usage of FMLA	3 weeks	12 weeks
Time Usage of FLA	3 weeks	N/A
*Use of Sick Days	0 days	7 days
*Use of Personal Days	0 days	3 days
*Use of Vacation Days	0 days	N/A
Unpaid Leave	11/14/2023 – 12/05/2023	After sick and personal days are exhausted
Intermittent Leave	N/A	2X per month 1 day per episode
Extended Leave	Non-FMLA	N/A
Est. Return Date	04/08/2023	N/A

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

Facilities Requests

Motion (LB/HH) Board Approved: **#12-7/DIST**

Organization	Use	Date	Time	Charge
Hopeloft	Homework help, tutoring, mentoring for 6 th -8 th grade students in Salem Middle School	1/8/2024 – 6/13/2024	3:30p-6:00p	No charge

Motion approved by unanimous voice vote of 8-0-1; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Wilkins, DiTeodoro Nays: 0 Abstain: Moore

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Monthly Reports

Motion (LB/HH) Board Approved: #13-7

1. Board approved the monthly reports for filing: (attached)

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

EXECUTIVE SESSION

Motion (SCA/LB) Board adopted the following Resolution to go into executive session at 6:54PM

R E S O L U T I O N

BE IT RESOLVED by the Board of Education of Salem City that in compliance with "The Open Public Meeting Act", P.L., 1975, C. 173, NJSA 10:4-6 et seq., that the Board shall move to a closed portion of this meeting from which the public is excluded for the purpose of discussing a matter or matters permitted to be so discussed by that Act.

The general nature of the matter(s), which the Board intends to discuss, is: Personnel/Negotiations.

Minutes of such discussions shall be taken and released as soon as permitted by law in accordance with the specific individual topic discussed.

The Board shall take action as a result of such discussions only in an open to the Public session unless there is an express provision of law authorizing or requiring that such action be taken in a closed to the Public portion of a Board Meeting.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

RETURN TO REGULAR SESSION

Motion (LB/HH) Board returned to open session at 7:15PM.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0

NEW BUSINESS:

There was no new business to discuss.

ADJOURNMENT

Motion (LB/HH) Board adjourned the January 3, 2024 meeting of the Salem City Board of Education at 7:15PM.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Fletcher, Holden, Hoolahan, Moore, Wilkins, DiTeodoro Nays: 0 Abstain: 0