

Board Agenda January 5, 2022

Salem City Board of Education Salem, New Jersey 08079 Board of Education Meeting January 5, 2022

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

OPEN MEETING: Adequate notice of this meeting has been provided in the local news media and a place of public notice located at the Salem City Board of Education Office, 205 Walnut Street, Salem, New Jersey as required in the Open Public Meeting Act, Chapter 231, P.L. 1975.

FLAG SALUTE

Board Members

Carol Adams
Kendra Fletcher
Joan Hoolahan

Laquendala Bentley
Yuege Groce
Daffonie Moore

Christopher Colon
Heidi Holden
Nilda Wilkins

District Representatives:

LAC:

Quinton: William McDonald

Mannington: Eric Buzby

Administrators:

Dr. Patrick Michel, Superintendent
Herbert Schectman, School Business Administrator
Dr. Meghan Taylor, Director of Special Services
Linda Del Rossi, Supervisor of Literacy/SS PreK-12
John Mulhorn, Principal Salem High School
Jordan Pla, VP Salem High School

Pascale DeVilmé, Principal Salem Middle School
Will Allen, VP Salem Middle School
Michele Beach, VP Salem Middle School
Syeda Carter, Principal John Fenwick Academy
Gia Sparacio Scarani, VP of Early Childhood
Darryl Roberts, VP Salem High School

OTHERS: Mr. Corey Ahart

Reorganization of Board Members

1. Swearing in newly elected Board of Education members and sending districts:

2. Roll Call:

Carol Adams
Laquendala Bentley
Christopher Colon
Kendra Fletcher
Yuege Groce
Heidi Holden
Joan Hoolahan
Daffonie Moore
Nilda Wilkins

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3. Reorganization of the Board of Education:

Election of officers:

a. President

Motion (/) Board to open the nominations for the position of President.

Motion (/) Board to nominate to serve as President.

Motion (/) Board to close the nominations for President.

Board voted by a roll call vote to elect _____ as President of the Salem City Board of Education from January 5, 2022 for one year or until his/her successor is elected and shall qualify.

b. Vice President

Motion (/) Board to open the nominations for the position of Vice President.

Motion (/) Board to nominate to serve as Vice President.

Motion (/) Board to close the nominations for Vice President.

Board voted by a roll call vote of _____ to elect _____ as Vice President of the Salem City Board of Education from January 5, 2022 for one year or until his/her successor is elected and shall qualify.

c. Code of Ethics

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

d. Appointment of Committees:

Motion (/) 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

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vii. Chamber of Commerce Delegate

e. NJSBA Delegate:

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

Name: _____

Alternate: _____

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.

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PRESENTATION

Students of the month for December 2021:

John Fenwick Academy	Aria Holt	Kindergarten	Ms. Krupski
	Rasheem Howard	Kindergarten	Ms. Livingston
Salem Middle School	Kayla Martin	6 th Grade	Ms. Skinner
	Richard Simmons	6 th Grade	Ms. Tomasetti
Salem High School	Ke'Asia Anthony	12 th Grade	Ms. Woodlock
	Andrew Cadwallader	12 th Grade	Mr. O'Brien

Staff Member(s) of the month for December 2021:

Bobbie Shuman Child Study Team

BOARD COMMITTEE REPORTS

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

SUPERINTENDENT'S COMMENTS/REPORTS

- ❖ Rob Notley from New Road Construction will be putting together a pre-bond referendum for February's meeting.

Motion (/) Board to approve the regular minutes of December 8, 2021 Board of Education meeting.

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BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS

Board Reports (Exhibit A)

____ Motion (/) To approve the Board Secretary's reports in memo: **#2-A-E-7.**

- A. *Request Board approval of the transfer of the funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of November 2021.
- B. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending November 2021 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 2021 as follows:

Board Secretary

Date

- C. *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of November 2021. The Treasurer's Report and Secretary's Report are in agreement for the month of November 2021 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 2021 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. To approve the Payment of Bills and Purchase Report:

From the General Account for Balance as summarized on attached board memo(s)

To approve Purchases Report for December 2021 \$986,021.77

To approve Payment of Bills for December 2021 and January 2022

December General Account \$839,058.68

January General Account \$839,622.19

Confirmation of payrolls for December 2021

December 15, 2021 General Acct. Transfer \$733,648.23

December 23, 2021 General Acct. Transfer \$788,198.06

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Miscellaneous

Motion (/) Board to Approve: **#2-F-7**

1. Request that Herbert Schectman be authorized to ask that the State of New Jersey Department of Education Office of School Facilities unlock the District's LRFP site to add the conversion of the track field to a football stadium and,
2. Further request that Herbert Schectman authorizes the architectural firm of REGAN YOUNG ENGLAND BUTERA, PC. (RYEBREAD) to update the District's Long-Range Facilities Plan
3. Request Board approval of the executed School Bus Emergency Evacuation Drills submitted for the following:
 1. John F. Academy: October 20, 2021
 2. Salem Middle School: October 22, 2021
 3. Salem High School: October 18, 2021

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STUDENT MATTERS

Motion (/) Board to Approve: **#4-A-7**

1. Board to approve the following field trips:

Woodstown HS Chemours Academic League Competition 0 substitutes required/classroom coverages 1 School bus Transportation - \$279.00 x 1 bus (\$279.00) (Acct. 15-000-270-512-03-SHS)	January 11, 2022 8:30 AM to 11:00 AM	Ms. Mutter, Ms. Murray, Mr. Buck 15 pupils
Shalick HS Chemours Academic League Competition 0 substitutes required/classroom coverages 1 School bus Transportation - \$279.00 x 1bus (\$279.00) (Acct. 15-000-270-512-03-SHS)	February 8, 2022 12:30 PM to 2:00 PM	Ms. Mutter, Ms. Murray, Mr. Buck 15 pupils
Pennsville HS 0 substitutes required/classroom coverages 1 School bus Transportation - \$279.00 x 1bus (\$279.00) (Acct. 15-000-270-512-03-SHS)	March 15, 2022 12:30 PM to 2:00 PM	Ms. Mutter, Ms. Murray, Mr. Buck 15 pupils

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<p>Atlantic City, NJ FBLA State Leadership Conference Perkins Approved Student Organization</p> <p>1 substitute required (2 classroom days)</p> <p>(Acct. 15-140-100-101s-03-SHS)</p> <p>Fee for Teacher: \$375.00</p> <p>1 school bus Transportation - \$279.00 x 1 bus (\$279.00) x both ways= \$558.00 (Acct. 15-000-270-512-03-SHS)</p>	<p>March 9, 10, 11, 2022</p>	<p>Ms. Landolfi Number of pupils attending: TBD</p>
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Home Instruction: In/ Out of District/Residential

Motion (/) Board to Approve: **#7-C-7**

1. Request Board approval of the following student for partial care placement:

Student #01270071 has required the instruction from December 13, 2021 to possibly 30 days at the Inspira Program (partial hospitalization care program) at the Inspira Health Network, Elmer, New Jersey as confirmed by Salem Middle School Personnel.

The educational services are being provided by Brookfield Schools, 525 State Street, Suite 2, Elmer, New Jersey.

Student billing in the amount of \$2,100.00

Costs: Acct #11-150-100-320-00-BUS

Tutoring Student @35.00 per hour x 60 hours = \$2,100.00

2. Request Board approval for the following special education student to attend an out of district placement for the 2021-2022 school year:

Student ID#	School	Grade	Tuition – Prorated	Dates	Account #
01250184	Pineland School	9	\$56,520.00	1/10/2022-6/30/2022	11-000-100-566-00-BUS

3. Request Board approval for 10th grade student (04220012) receive home instruction.

Hours: 5 hours per week

Dates: BEGIN: January 3, 2022

END: TBD – Doctor's note states "while pupil is adjusting to treatment"

Costs: Teacher pay: 5 hours per week x \$35.00 per hour

Teacher: Ms. Brianna Santarelli

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Miscellaneous

Motion (/) Board to Approve: **#7-D-7**

1. Recommend Board approval for Senior Privilege for Divine Lewis to continue her 12th grade year at Salem High School. Pupil's legal guardian (grandmother) has moved from Salem City to Penns Grove. Guardian will provide transportation.

Personnel

A. Resignation/Retirement

Upon Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-A-7**

1. Request Board approval of the resignation of Ms. Samantha Ecret, Math Teacher at Salem Middle School, effective February 13, 2022
2. Request Board approval of the resignation of Ms. Susan Gilmore, Pre-Kindergarten Teacher at John Fenwick Academy effective February 11, 2022.
3. Request Board approval of the resignation of Ms. Laura Tomasetti, Math Teacher at Salem Middle School, effective February 11, 2022
4. Request Board approval of the retirement of Ms. Louise Jakub-Cerro, chemistry teacher at Salem High School, effective at the end of the 2021-2022 school year.

C. Financial Request

Upon the Recommendation of the Superintendent of Schools

Motion (/) Board to Approve: **#8-D-7**

1. Request Board approval for the Unified Schools grant award to Salem Middle School from the Special Olympics of New Jersey. The total amount of the award is \$2,000.00 beginning in January 2022 to the end of the school year.

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Ms. Melissa Skinner, Salem Middle School teacher will receive a stipend of \$400.00 to be the program advisor.

2. Request Board approval to increase the purchase order amount to \$5,000.00 for Interactive Kids for the remainder of the 2021-2022 school year.
Account # 11-000-219-320-00-CST
3. Request Board approval to contract the following bilingual school social worker for the Child Study Team on an as needed basis.
Cost for evaluations are \$350.00 not to exceed \$1,400.00.
Maria DiGiovanni
Acct. #11-000216-320-00-CST

D. Leave of Absence

Motion (/) Board to Approve **#8-E-7**

1. Request Board approval of the following leaves of absence:

Employee ID	338	1406	54
Employee Name	A.B.	M.B.	J.C.
Type of Leave	Intermittent – Family	Intermittent – Family	Medical
Leave Requested	11/18/2021 – 11/18/2022	01/13/2022 – 02/24/2022	11/12/2021 – 01/14/2022
Fed Max Leave (max 90 days)	11/18/2021 – 11/18/2022	01/13/2022 – 02/24/2022	11/12/2021 – 01/14/2022
Time Usage of FMLA	12 weeks	6 weeks	9 weeks
NJ Family Leave (max 90 days)	N/A	N/A	N/A
Time Usage of FLA	N/A	N/A	N/A
*Use of Sick Days	N/A	N/A	36 days
*Use of Personal Days	2.5 days	2.75 days	N/A
*Use of Vacation Days	N/A	25 days	N/A
Unpaid Leave	After exceeding all personal days	After exceeding all personal and vacation days	N/A
Intermittent Leave	2x per month 2 days per episode	N/A	N/A
Extended Leave	N/A	N/A	N/A
Est. Return Date	N/A	02/25/2022	01/18/2022

Curriculum/Professional Development

Motion (/) Board to Approve: **#11-7**

1. Board to approve the following out of district professional developments:

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Staff Member	Building	Administrator Approving	Title	Date of Program	Date received in District Office	Location	Registration and Mileage Cost
Katie Starn	SMS	Dr. Taylor	Handle with Care Instructor Certification	2/28/2022 3/1/2022 3/2/2022	12/7/2021	Cherry Hill NJ	Regis: \$1250.00 Mileage (238.8 miles x \$.31 = \$74.03 11-000-219-800-00-CST
Michael Hughes	JFA	Dr. Taylor	Handle with Care Instructor Certification	2/28/2022 3/1/2022 3/2/2022	1/4/2022	Cherry Hill NJ	Regis: \$1250.00 Mileage: TBD 11-000-219-800-00-CST
Kristina Bergman	SHS	Dr. Taylor	Handle with Care Instructor Certification	2/28/2022 3/1/2022 3/2/2022	1/4/2022	Cherry Hill NJ	Regis: \$1250.00 Mileage: TBD 11-000-219-800-00-CST

Monthly Reports

Motion (/) Board to Approve: **#13-7**

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

Miscellaneous

Motion (/) Board to Approve: **#15-7**

1. Recommend Board approval of the following Volunteer Coaches for the Winter 2021-2022 season:

Winter Track:

Ramon Bentley

Melvin Jones

Coach Hunt concurs with this recommendation.

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EXECUTIVE SESSION

Motion (/) Board to adopt the following Resolution to go into executive session at ____
_____:

RESOLUTION

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:_____

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.

RETURN TO REGULAR SESSION

Motion (/) Board to return to open session at _____.

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NEW BUSINESS:

Motion (/) Board to Approve:

ADJOURNMENT

Motion (/) Board to adjourn the January 5, 2022 meeting of the Salem City Board of
Education at _____.